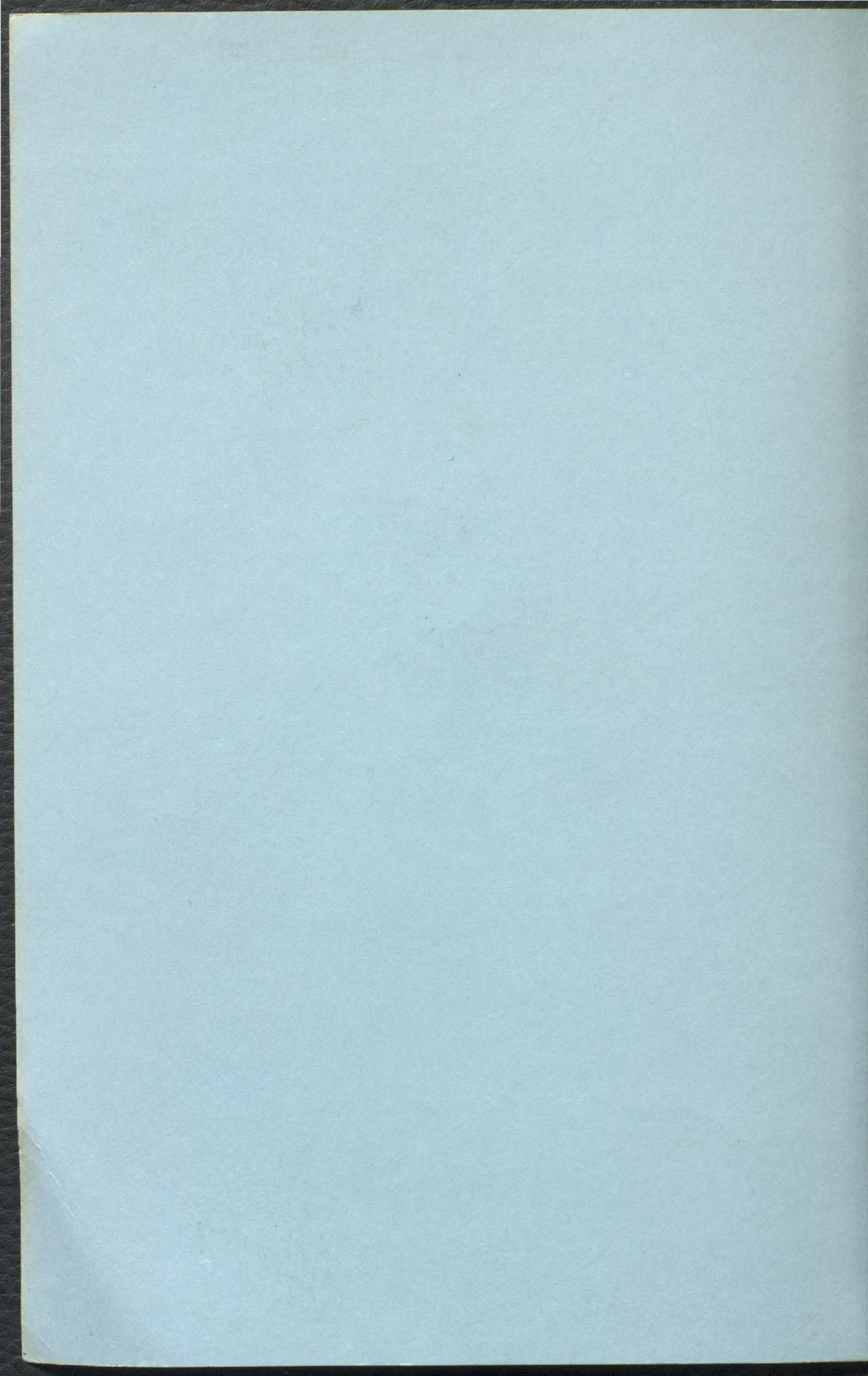


MARY WASHINGTON COLLEGE
STUDENT HANDBOOK
74-75



STUDENT HANDBOOK

1974-75

THE STUDENT ASSOCIATION

of

MARY WASHINGTON COLLEGE

Fredericksburg, Virginia

Volume 51

This handbook has been prepared so that Mary Washington College students may have a better understanding of their institution. For a more comprehensive view of the College a student should consult also the College Catalogue as well as the Student Handbook.

Any responsible suggestions for new or revised material will be considered by the Rules and Procedures Committee of the Student Association Senate.

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STATEMENT OF RIGHTS AND RESPONSIBILITIES

Members of the College community have responsibilities incumbent upon all citizens, as well as the responsibilities of their particular roles within the academic community.

All members share the obligation to respect the right to freedom of inquiry, of religion, of speech, of press, of peaceful assemblage, of association, and of petition to the institution for a redress of grievances.

The rights of members of the College community shall not be denied or abridged on account of race, color, creed, or sex.

The members of the College community have the right to be secure in their persons, residences, offices, papers and effects, against unreasonable searches and seizures.

All members of the College community have the right to due process in matters concerning discipline or status as members of the College community.

All members of the College community have other responsibilities and rights incident to the educational process and to the requirements of the search for truth and its free presentation.

The enumeration of the rights and responsibilities outlined in this statement shall not be construed to deny or disparage others retained by the members of the College community.

The term "member of the College community" embraces the College as an institution, the faculty as a body, and all members of the administration, faculty, staff, and student body in their official and individual capacities.

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COLLEGE CALENDAR

Session 1974-75

First Semester

Friday, August 23 Residence halls open
for new students
Saturday, August 24 Freshman advising
Monday, August 26. New, special, and part-time
student registration
Tuesday, August 27. Classes begin
Tuesday, September 3 End of add period
Tuesday, September 24 End of drop period
Monday, October 14 Mid-semester grades
Wednesday, November 27 Thanksgiving holiday
begins at 5:30 p.m.
Monday, December 2 Thanksgiving holiday ends
Classes resume 8:00 a.m.
Wednesday, December 4 Second semester registration
Thursday, Friday, December 5&6 Reading days
Saturday, December 7-14 Examinations
Friday, December 20 Grades due, College
closes at 5:00 p.m.

Second Semester

Thursday, January 2 College opens at 8:00 a.m.
Friday, January 10 Residence halls open
for new students
Saturday, January 11. New student registration
Monday, January 13 Classes begin, special
and part-time student registration
Monday, January 20 End of add period
Monday, February 10 End of drop period
Monday, March 3 Mid-semester grades due
Friday, March 7 Spring vacation begins
at 5:30 p.m.
Monday, March 17 Classes resume at 8:00 a.m.
Wednesday, April 30 Registration
Thursday, Friday, May 1&2 Reading days
Saturday, May 3-10. Examinations
Monday, May 12 Senior grades due
Thursday, May 15 All grades due
Saturday, May 17 Graduation

Dear Students:

The liberal arts education provided at Mary Washington should make each student an educator. It should reflect the needs of a changing society, as well as the ever-changing priorities and needs of the college community and the individual. Students, faculty and administration are all united in their desire to maintain Mary Washington as a truly viable and relevant liberal arts college.

Change is an ever-continuing process - one that is dynamic and, hopefully, always progressive. We must all constantly strive to meet and match the challenges of change both inside and outside the classroom. The Student Association provides the means whereby students may become involved in the academic and social decision and change-making processes of the College.

Your participation in the Student Association is needed to insure that it is an innovative and creative operation; one that is receptive and responsive to students' views and opinions. In addition to participation in any of the three branches of the Student Association, a student may become involved through Class Council, student-faculty committees, as a departmental representative, or through service on the Residential Council. All of these afford excellent opportunities for student participation.

We are all engaged in building a community that will enable each of us to pursue individual excellence within an academic atmosphere. The challenge of striving to be the best that one can be confronts each of us here at Mary Washington every single day. Let us attempt to reflect and live those words of John F. Kennedy: "Of those to whom much is given, much is expected."

Sincerely,



Mary M. Mahon
Executive Chairman
Student Association



Prince B. Woodard
President

THE ADMINISTRATION, REGULATION, AND INFORMATION

President	Dr. Prince B. Woodard	X-221
Vice President	Dr. A. Ray Merchant	X-214
Dean of the College	Dr. James H. Croushore	X-251
Assistant Dean of Instruction	Dr. Lawrence A. Wishner	X-251
Assistant Dean for Academic Advising	Dr. Susan Hanna	X-294
Dean of Students	Miss Mildred A. Droste	X-241
Director of Admissions	Dr. H. Conrad Warlick	X-281
Librarian	Mrs. Ruby Y. Weinbrecht	X-266
Comptroller	Mr. Edward V. Allison, Jr.	X-231
Registrar and Director of Financial Aid	Mrs. Anne H. Bruckner	X-291
Director of Information Services	Mrs. Barbara B. Powell	X-219

Following is a general alphabetical listing of personnel, facilities and services available and the office responsible, as well as regulations affecting both residential and nonresidential students. Hours of operation for offices and services are listed in the following section.

ACADEMIC ADVISING

The Office of Assistant Dean for Academic Advising provides academic advice for freshmen and sophomores. Four faculty members and the Assistant Dean staff the office, and are available during the day to consult with students on programs, career possibilities, and related academic matters. Twenty upperclass students join the staff just before each registration period to help each underclassman individually plan the next semester's schedule. When a student declares a major (any time after the first semester and a half), the department chairman will assign him a faculty adviser from the department.

ACCIDENT REPORTS

1. A report of an accident on or off campus in which a residential student is involved must be made as soon as possible to the Residence Director, Senior Assistant, or Administrative Aide of the hall in which the student resides, who will inform the Office of the Dean of Students; a nonresidential student should report an accident to the Office of Security.
2. When there has been injury of any kind, the student may seek medical aid in the College infirmary.

AUTOMOBILES

The general regulations regarding student automobiles are stated here only in outline. Explicit rules governing registration, parking, penalties, etc. are printed in a pamphlet

available to faculty, staff, students and interested parents.

Student automobiles are permitted primarily for convenience in shopping and for weekend and vacation travel. Driving from building to building within the campus is discouraged.

Parking spaces are extremely limited and priority must be given to faculty and staff members meeting job requirements. As a privilege extended to nonresidential students, residential seniors and residential juniors ONLY, special on-campus parking permits will be issued for properly registered automobiles. Any other student able to make private arrangements for offstreet parking in the City may bring a car to Fredericksburg provided:

(a) the owners and/or operators are subject to all of the motor vehicle laws of the Commonwealth of Virginia and of the City of Fredericksburg, as well as the regulations of the College

(b) any such student car may not be parked within the confines of the campus EXCEPT temporarily, in clearly marked time zones, and for the express purpose of loading and unloading.

General College Regulations:

1. All student cars whether parked on campus or kept in town, including those operated by nonresidential students, must be registered in the Office of Security (ACL Hall). The College registration sticker must be prominently displayed on the left rear bumper immediately after issue. Registrations are to be renewed each session.
2. Any student automobile operator under age 18 must have on file as a requirement of registration a signed statement from parents or guardian indicating knowledge and understanding of the regulations and granting the student permission to operate a motor vehicle at Mary Washington College and in the City of Fredericksburg.
3. The Office of Security (ACL Hall) is to be advised when a vehicle is no longer owned or operated by

the person to whom the registration sticker was issued, and the sticker must be removed from the car. Any changes in make, model or license numbers should also be reported.

4. Although the privilege of parking a car on campus is given only to residential seniors, juniors, and nonresidential students, other students producing evidence of need for transportation due to illness or disability may request permission in advance to use or to park cars on the campus. Such requests, whether for temporary or full-term parking permits, will be considered on their individual merits.
5. No student car is to be parked on Campus Drive between the hours of 7:45 a.m. and 5:00 p.m., Monday through Friday. The entire length of this main road, from gate to gate, is reserved for faculty and staff cars and visitors conducting business with the College.
6. Several parking spaces near each building are reserved for employees. Students may use any other unmarked spaces, although the College cannot guarantee space for anyone. (Cars parked on College Avenue or Sunken Road should be on the College side of these public streets, in deference to other property owners.)
7. Fines, payable to the College, will be assessed for parking violations, for failure to register vehicles, for improper display of decals, etc. After the third offense, the privilege of driving on campus is subject to revocation. (Fines are deposited in the Student Activities Fund from which the Student Association draws its appropriation.)
8. The College reserves the right to withdraw the privilege of car registration, or not to issue parking permits, if it is in the best interest of the students and of the College.
9. The College assumes no responsibility for the care or protection of any vehicle or its contents at any time. All persons operating vehicles on the campus assume full responsibility for meeting legal requirements and

for any liability or damage claims.

10. The motor vehicle regulations of Mary Washington College are in effect at all times, including vacation periods. Enforcement is the responsibility of the Office of Security.

BABY SITTING

Students may not perform this service within the individual residence halls. No children or babies may be brought to the residence halls or campus.

BANKING

A branch of the Farmers and Merchants Bank is located in Ann Carter Lee Hall. Students who do not have accounts elsewhere may open accounts here. Students are cautioned not to keep large sums of cash in their rooms.

BICYCLES

1. All bicycles must be licensed in accordance with the regulations of the City of Fredericksburg and the Office of Security.
2. Riders are not to use campus or city sidewalks.
3. Bicycles must be parked in designated areas at each residence hall.
4. No bicycles may be stored or parked in hallways, individual rooms, doorways, or on porches.
5. Only during Christmas or spring vacation may bicycles be stored in individual rooms.
6. Only a limited number of bicycles may be stored between sessions; therefore, students are requested to take their bicycles home or to make special arrangements with the Security Office for their storage.

BOOKSTORE

The College Bookstore handles all the textbooks used in the academic program. It also carries related instructional supplies, a few personal items, greeting cards, film, jewelry, etc. A large department is devoted to "trade" books, both hard and paperbacked, made up of current novels, classics,

and recommended outside reading. All transactions are on a cash basis.

CALENDAR-SCHEDULING ACTIVITIES

To avoid conflicts in interest and utilization of space, every function outside the class schedule is to be booked on the calendar maintained by the Office of Student Services. The procedure for listing an event is as follows:

1. Clear date and place at least ten (10) days in advance of the program.
2. At time of clearance make request for equipment and supplies required for the program.
3. When request is approved, the activity is automatically publicized in the College *Bulletin*.
4. It is necessary that the office be notified of cancellations or changes in dates.

CHANGE OF RESIDENCE

Any student contemplating a room change involving College housing must consult in advance with the Office of the Dean of Students. Each case will be considered on its individual merits. Students contemplating change of residence involving leaving College housing for private housing or vice versa should consult first with the Director of Admissions. Normally, moves out of residence halls after August 1 are not permitted. (See off campus residence.)

CLEARANCE FOR ON CAMPUS REPRESENTATIVES

A form requesting clearance to act as campus representative for any outside firm is to be filed with the Office of Student Services and approved prior to beginning actual employment.

COUNSELING AND GUIDANCE

The College attempts to provide adequate guidance and counseling without taking from the student the responsibility

for making personal decisions. A Faculty Committee on Academic Counseling and Guidance helps to establish policies in this area.

For special problems the College offers to its students psychological services on a full-time basis. Testing is available for the assessment of aptitude, interest, and personality patterns as they relate to academic and career-oriented questions and plans. The Counseling Center also receives students (for the most part self-referred) who present problems in personal, emotional, and social adjustment. The facilities of the Counseling Center are provided by the College on a non-fee basis and with complete assurance of confidentiality.

COMPTROLLER

The Comptroller, EDWARD V. ALLISON, JR., supervises all financial matters of the College, including the preparation of annual and biannual budgets, purchasing and disbursing, payroll, and student accounts. In addition, he is responsible for the overall maintenance of the physical plant.

DEAN OF THE COLLEGE

The Dean of the College, JAMES H. CROUSHORE, is concerned primarily with policies affecting the academic program of the College and of the student. The Dean is directly responsible for such matters as faculty recruitment, interdisciplinary programs, the instructional budget, academic awards and honors, and suspension and probation regulations.

The Assistant Dean for Academic Advising, SUSAN J. HANNA, is concerned chiefly with the advisory program of the College. The Assistant Dean for Instruction, LAWRENCE A. WISHNER, is concerned with the instructional program of the College. He also serves as the coordinator for the Summer Session.

Students seeking exceptions to academic regulations should consult the Dean; those seeking to add or drop a course or advice on courses should consult the Office of the Assistant

Dean for Academic Advising; those seeking credit by examination, advice on special majors, or those with suggestions for academic innovations and improvements such as audio visual material should consult the Assistant Dean for Instruction.

Students wishing changes in examination schedules, leaves of absence, advice on probation or suspension rules may consult either the Dean or the Assistant Dean for Academic Advising.

DEAN OF STUDENTS

The Dean of Students, MILDRED A. DROSTE, deals administratively in the broad area of student residential life. In general, students are directed to the Dean of Students for Student Association matters, personal counseling, and assistance in serious problems of residential halls, guidance in room selection, and personnel recommendations, and change of residence involving college housing.

Students should consult with this office in cases of withdrawal from college, in cases involving serious misconduct, and in any change in status (marital, residential, etc.).

DIRECTOR OF ADMISSIONS

The Director of Admissions, H. CONRAD WARLICK, is responsible for the processing of all admission and readmission applications and for informing the applicants of the action taken by the Committee on Admissions. It is also a responsibility of this office to provide prospective students with appropriate information about the College.

DIRECTOR OF INFORMATION SERVICES

The Director of Information Services, BARBARA B. POWELL (Mrs. Jay G.), publicizes events and activities occurring on the campus and provides information on individual students to hometown newspapers. This officer is also responsible for most College publications, including the weekly *College Bulletin*.

EMPLOYMENT

The College offers many opportunities for part-time employment for qualified students with a "C" average or better. Most positions, which include those in the Library, residence halls, dining hall and faculty offices, pay approximately \$500 to \$600 for the nine-month session depending on the number of hours actually worked. Information and applications may be obtained from the Office of Student Employment, George Washington Hall, Room 102.

FIELD TRIPS

The College sponsors field trips in individual courses when the activity is an integral and necessary part of the required classwork of the course. The College does not, however, excuse students from classes that may be missed while participating in a field trip. Therefore, all field trips must be planned at a time when the participating students will not have to miss other classes, except as he makes a *completely voluntary* choice to do so. Before the use of the buses or state owned automobiles will be authorized, complete assurance must be given to the Office of the Dean that the students will not be required to miss other classes and that the activity will be an integral part of the work in the particular course. Attendance at events of peripheral significance or of general cultural value may not use free transportation supplied by the College. Such activities must be a part of the student's own financial responsibility toward his education, and must be announced in class as part of the course requirements before the end of the drop/add period. By this means the student may then decide that he is willing or not willing to accept the financial responsibility and may either continue in the course or withdraw without penalty.

FINANCIAL ASSISTANCE

Mary Washington College makes every effort to provide scholarships, loans and part-time employment for deserving students in need of help in meeting their College expenses.

Students with inquiries should see Mrs. Anne H. Bruckner, Director of Financial Aid, George Washington Hall, Room 215.

FIREARMS

The possession, carrying, use or threatened use of firearms on campus by other than authorized law enforcement personnel is prohibited.

FOOD SERVICE

Regular meal service in the College dining hall is available only to residential students since their board is included in the semester's fees. Students may sign for invited guests and will be billed monthly for these charges.

Meal Prices for Guests:

Breakfast—\$.75

Lunch—\$1.25

Dinner (including mid-day Sunday)—\$1.75

The College Shop, a fountain service operating on a cash basis, is located in Ann Carter Lee Hall. In addition to sandwiches, a hot meal is served during the lunch hour. The shop is open to all members of the College community and their guests.

Snack foods and soft drinks are available from vending machines in all residence halls.

IDENTIFICATION CARDS

The College provides each student with an identification card. Students are required to present the I.D. Card for check-cashing and may be asked to present it for admission to College functions. These cards are not transferable and falsification of data is an Honor Code offense. Incidents involving loss or misuse of this card should be reported to the Office of Security (ACL Hall). I.D. Cards must be turned in to the Office of the Dean of Students before the withdrawal procedure is completed.

INFIRMARY

The Infirmary provides, in general, emergency and diagnostic service. The Infirmary also treats minor medical and surgical problems for residential students. Treatment and further tests for complex symptoms, specialty services, and routine physical examinations, are referred to the family physician at home or to one of the appropriate specialists in Frederickburg. The Infirmary does not provide for immunization or birth control measures.

A physician holds sick call in the Infirmary at 1:00 p.m., Monday through Friday. There is always a physician available on 24 hour call for emergencies and during weekends. Registered nurses are on duty 24 hours daily while the College is in session.

There is a Dental Surgeon and Orthodontist on the medical staff available for emergency conditions and problems. The arrangements for these services will be made by the nursing staff at the Infirmary. These specialists do not care for routine dental conditions; however, the nursing staff will assist students in obtaining a local dentist.

Admission to the Infirmary may be recommended by the physician, nursing staff, or by student request, any time of the day or night.

If transportation is needed to the Infirmary, the nurse on duty must be called, and she will make the necessary arrangements. After 11:00 p.m. the Infirmary is locked, and a student must call before coming to the door. If the nurse is not at the door upon arrival, there is a lighted door bell to ring.

STUDENTS OR THEIR FRIENDS ARE REQUESTED NOT TO CALL PARENTS, PHYSICIANS, RESCUE SQUAD OR CAMPUS POLICE, FOR TRANSPORTATION.

The decision to notify the parents or guardians of any medical problem involving a student is a professional one, and must be made by the medical staff of the Infirmary. While the physicians and nurses may wish to consult with administrative officials, or vice versa, about particular cases and the final decision made jointly, the primary responsibility for any action must rest with the medical authorities, based on

the individual circumstances involved.

There will be a charge for prescription medication ordered by a College physician, laboratory tests, X-rays, allergy injections, and consultation by any physician other than a member of the College medical staff.

Students may receive allergy serum injections on Tuesday and/or Friday, at 1:00 p.m., when the physician is present for office calls, but at no other time. A letter from your allergist is necessary for students to participate in the program.

Medical excuses for students, both residential and nonresidential, (while at home ill), will be reported to the Registrar, and requests for excuses should be submitted to the Infirmary within three days after the absence occurs.

All residential students must have been treated in the Infirmary as a patient to receive a medical excuse for classes not attended. Excuses will not be issued for students who are ill but remain in their rooms.

There are no general student visiting hours for Infirmary patients, but parents or guardians may visit at any time.

Medical service for nonresidential students is available by paying the required fee.

KEYS (see Residence Halls)

LAUNDRY

1. Laundry service is included in the fees paid by residential students and is available to them at no additional charge.
2. Laundry is collected and delivered on a weekly schedule to a designated area in each residence hall.
3. Each student is assigned an identifying laundry mark which must appear on each item to be washed as well as on the laundry bag itself. The laundry mark is a code based on name and room assignment. It is of the utmost importance to report any change in residence to the laundry supervisor who will determine what change in mark is necessary. Since even indelible inks eventually fade, it is wise to renew laundry marks

before they become illegible. Unmarked laundry will be returned unwashed.

4. Each laundry bag must be accompanied by an itemized laundry list. It is wise to keep a duplicate copy. Claims for lost laundry must be made promptly and claim slips presented.
5. Laundry deliveries should be examined promptly and missent items returned immediately.
6. Each residence hall has coin-operated washing machines and clothes dryers for those students who prefer personally to take care of laundry.

LIBRARIAN

The Librarian, RUBY Y. WEINBRECHT (Mrs. Standau E.) is responsible for obtaining, preserving, and making accessible to the College community all literary materials needed for study and research. She cooperates with the Deans and the Comptroller in assuring that the Library provides adequate support for the academic programs of the College.

LIBRARY

E. Lee Trinkle Library contains more than 230,000 volumes, most of which are located in stacks open to Mary Washington faculty, staff and students. A library handbook entitled *An Introduction to Reading and Research in Trinkle Library* is made available in the library to each student. In the handbook can be found information and procedures concerning the arrangement of the Library and the use of its materials.

Observance of the rules set forth below is expected of all students.

General Rules

1. *Security Control.* As a measure of personal security, the Library maintains a check-point at the door. A student or a member of the College community entering the Library should be prepared to present to the attendant at the

door a College ID card. A visitor, upon entering the Library, is asked to sign a register, giving his name, address, and reasons for visiting the Library.

As a means of assuring that no Library materials are inadvertently or intentionally removed from the Library without being properly charged out, each person leaving the building is requested to show the attendant all books and printed materials. Persons carrying briefcases, or any bag large enough to contain books or magazines, are requested to open these for routine checking by the attendant.

2. *Smoking.* Smoking is permitted only in the Smoking Lounge known as Foggy Bottom on the ground floor. Because of the fire hazard, smoking is not allowed in reading rooms or stack areas.

3. *Food and Drink.* In order to keep reading and study areas insect free and as clean as possible, food and drink is not allowed in the building.

Circulation Rules

1. A student must present an ID card when borrowing a book from the Library. Since he assumes responsibility for all books charged to his card, the loss of the ID card should be reported immediately to the Library.

2. A book is loaned for a period of three weeks and may be renewed so long as no other reader has placed a reserve on it. To be renewed a book must be returned to the Library.

3. A reserve may be placed on a book that is in circulation. These books are recalled after circulating for two weeks. Books on which there are reserves may be charged out for two weeks only.

4. The borrower is responsible for the replacement of lost or damaged library materials.

5. A fine of five cents per day is levied on all overdue books and phonograph records.

6. Three notices will be sent as reminders that books are overdue. If an overdue book has not been returned within one week after the third notice is sent the replacement cost

of the book is sent to the Office of the Comptroller where the amount is posted to the borrower's account.

7. No more than three phonograph records may be borrowed at one time. The period of loan is five days, renewable unless a reserve has been placed on it.

8. Periodicals must be used in the building. They may, by special arrangement, be borrowed for class use.

9. There are special rules for borrowing books from the reserve room.

10. Overnight reserve books may be charged out only after 10:00 p.m. until 8:30 a.m. on the following day, Sunday through Friday; from 4:00 p.m. on Saturday until 2:30 p.m. on Sunday. A request to borrow the book overnight may be submitted at any time on the day the book is to be borrowed.

11. Three-day reserve books may be charged out at any time and are due at 8:30 a.m. on the fourth day (2:30 p.m. on Sunday).

12. Seven-day reserve books may be charged out at any time and are due at 8:30 a.m. on the eighth day (2:30 p.m. on Sunday).

13. Reserve books may not be renewed.

14. The fine on an overdue reserve book is twenty-five cents for the first hour and ten cents for all succeeding hours during which the Library is open.

Interlibrary Loans

For students in advanced research oriented courses, the Library will provide interlibrary loan services if, in the opinion of the student's professor, the materials desired are absolutely essential to his studies. Books that are currently in print at moderate cost should not be requested on interlibrary loan.

LOST AND FOUND

The Lost and Found service is handled in the Office of Security, Room 104-B, Ann Carter Lee Hall. Students are

urged to mark all belongings for ease in identification. All items found anywhere on campus should be turned in to the Office of Security between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. A record will be made and the finder furnished a copy. Lost items will be held for 60 days and then they will be given to appropriate charities—or, if requested, the original finder may claim an item. The *College Bulletin* will list items which have been found if they appear to have value. Anyone losing an item may use the *College Bulletin* to advertise the loss. Such notices should be submitted to the Office of Information Services, Room 308, George Washington Hall, Extension 219.

MAIL

Students must rent post office boxes directly from the College Station, a Federal facility adjacent to the campus, which also serves area residents. Students should advise all correspondents of their box numbers, since this is the only provision for personal mail. However, to insure delivery of Special Delivery items, they must be addressed to the student at a specific residence hall.

The College provides a daily delivery of official mail to administrative faculty and offices, residence halls and student offices.

MARRIAGE

1. A student who is married prior to enrollment or during attendance at college (including summer and other vacation periods) may be ineligible to remain in residence.
2. Any change in status (marital, residential, nonresidential) must be discussed with the Dean of Students. Whether or not the student may continue in residence is considered on the individual merits of each case.

OFF-CAMPUS RESIDENCE

All students who are in good standing financially, residentially, and socially and are not the recipients of financial assistance (excluding student aid and state teachers scholarships) may, with the written consent of their parents or guardians, reside off campus.

Permission to live off-campus will be granted for the full academic year. Students receiving this permission will not be entitled to the services of the Dining Hall, Laundry, or Infirmary; however, they may take meals in the Dining Hall provided they do so on a complete board plan, and/or pay a fee for Infirmary Services.

No permissions will be granted after August 1.

Permission forms must be obtained from the Director of Admissions, Room 303, George Washington Hall.

PERMISSIONS (SPECIAL)

1. Special permission must be obtained from the Residence Director, Senior Assistant, or person in charge of the residence hall:
 - a. for male guests (or female in the case of male residence units) to enter students' rooms except during visitation (open house).
2. Special permission must be obtained from the Dean of Students for:
 - a. room changes.
 - b. remaining at Commencement or beyond the 24-hour period after examinations.
 - c. any change in status (residential or nonresidential student).
 - d. withdrawal from college.
3. Special permission must be obtained from the Office of Student Services in Ann Carter Lee Hall for:
 - a. the use of College facilities (space and equipment).
 - b. group transportation under College auspices whether by College-owned bus or chartered services.
 - c. any sales on the campus by individuals or organizations, including commercial and service agencies such as Scouts and Red Cross.

4. Special permission must be obtained from the Vice President, Dean of Students, and President of Residential Council when alcoholic beverages will be served for private residence hall parties or organized parties.

PLACEMENT BUREAU

The Placement Bureau, under the direction of MISS ISABEL GORDON, assists prospective graduates and alumni to obtain full-time career employment or entrance to graduate school. While concentrating its efforts on a long-range career advising program, the office schedules campus interviews for students with representatives from numerous organizations in business, industry, government and education. The Placement Bureau also provides a job listing service which supplies current information about specific employment opportunities. A career information library containing recruiting and informational materials provided by hundreds of different employers also is maintained by the Placement Bureau. In addition, the office sponsors Career Days; Career Seminars; Business and Industry Visitations; Graduate and fellowship information with on-campus interviews with some graduate schools; summer employment opportunities in business, industry, and government and internship programs.

PRESIDENT

The chief executive officer of Mary Washington College is the President, PRINCE B. WOODARD, who is elected by the Board of Visitors of Mary Washington College. The financial and academic programs of the College are under the supervision of the Board, and interim reports of activities, as well as necessary requests for authority for policy and planning, are presented to the Board by the President of the College.

The administrative officials, the faculty, and the Student

Association officers are responsible to the President for establishing policies of Mary Washington College.

REGISTRAR AND DIRECTOR OF FINANCIAL AID

The Registrar and Director of Financial Aid, ANNE H. BRUCKNER (Mrs. John P.), is responsible for registration and for the recording and maintenance of all academic records. As Director of Financial Aid, she receives and processes all student requests for financial assistance.

RESIDENCE HALL DIRECTORS

Residence Complex Directors, Residence Hall Directors, Senior Assistants, and Administrative Aides are concerned with the residential life of the students. Their responsibilities are to interpret policies, and to direct and to oversee the residence halls. They are responsible to the Dean of Students.

RESIDENTIAL APPOINTMENTS FOR 1974-75

Four Complexes

1. Jefferson Hall—Bushnell Hall
Mrs. Irene G. Doran—Complex Director—Jefferson
Miss Armecia Spivey—Senior Assistant—Bushnell
2. Marshall Hall—Russell Hall
Mrs. Freda Fryer—Complex Director—Marshall
Miss Lynn Leopold—Senior Assistant—Russell
3. Mason Hall—Randolph Hall
Mrs. A. M. George—Complex Director—Mason
Miss Pamela Hatfield—Senior Assistant—Randolph
4. Tri-Unit, Fairfax Annex, and Westmoreland
Mrs. H. B. Chase, Jr.—Complex Director—Ball
Miss Karen Murphy—Senior Assistant—Westmoreland

Three Freshman Halls

1. Mrs. Freda Fryer—Director—Marshall Hall
2. Mrs. Gwen Callnan—Director—Virginia Hall
3. Mrs. Virginia Robertson—Director—Willard Hall

Small Houses

1. Miss Lynn Hoppe—Administrative Aide—Brent
2. Miss Karen Lebo—Administrative Aide—Framar
3. Miss Cheryl Vandergriff—Administrative Aide—Marye

RESIDENCE HALLS

Outlined here are those things which are basic to all residence halls on the campus.

a. Housing Agreement

The following is a copy of the housing application and agreement which is a legal contract among the student, his parents, and the College. The Office of the Dean of Students must have this signed document before a student may reside in a residence hall.

NAME _____
 Last First Middle

HOME ADDRESS _____
 Number and Street City

_____ State _____ Zip

TELEPHONE NUMBER _____

CLASSIFICATION _____ FEMALE ____ MALE ____
 Freshman, Sophomore, Junior, Senior

It is most important that you as parents or guardians have read the *Student Handbook* and have reached an understanding as to what is expected of your daughter or son academically, residentially, and socially by the College and by you. Hopefully, you have reached an agreement upon standards or guidelines for social events, out-of-town trips, means of transportation, drinking, dating, visitation and other

activities on and off campus. Each student and parent or guardian must accept the obligation to uphold the standards of conduct, to abide by the regulations of the College, and to assume his or her individual and corporate responsibilities in all of these matters.

AGREEMENT

Use of Room and Facilities

1. **ROOM:** A student must occupy the room to which he is assigned by the Office of the Dean of Students. No student may change rooms or roommates without permission, and special permission must be obtained from the Office of the Dean of Students in order for a student enrolled for less than twelve (12) semester hours to remain in the residence hall.
2. **ABSENCE:** Prolonged absence from the College for illness or emergencies must be reported to the Residence Director. The College reserves the right to terminate the housing assignment for prolonged, unreported absences.
3. **FURNISHINGS:** All rooms are furnished with beds, mattresses, chest of drawers or dressers, desks and chairs. Movement of (including dismantling) college furniture or equipment from the room in which it is located is prohibited.
4. The College does not furnish pillows, blankets, linens, towels, study lamps, irons, curtains, or bedspreads.
5. **PROHIBITED:** The following are prohibited in student rooms: air conditioners, personal refrigerators (over 60 watts), cooking and heating appliances, heavy electrical appliances, exterior radio or T.V. antennas, animals, firearms, and illegal drugs. Cooking or warming food or drink is not permitted.
6. **GENERAL CONDITION:** A room or suite may be used only for living and study purposes. Each student is responsible for the general condition of the room assigned to him. Charges for damages or defacement will be assessed the occupants and must be paid

promptly. Defacement of the walls includes drawing and painting, or the use of nails, tacks, tape, or glue.

7. T.V.'s and STEREO: It is expected when using T.V. or stereo sets that all students will respect the rights of others and will cooperate in maintaining an academic atmosphere.
8. STORAGE: Trunks and large suitcases must be labeled and placed in the storage rooms. All personal belongings must be removed from the room when the period of occupancy ends. A room must be vacated in good order not more than twenty-four (24) hours after the last scheduled final examination. Charges may be levied to cover the cost of extra custodial services required to move personal belongings or remove trash left in rooms.
9. BICYCLES: Normally bicycles may be stored at the College from one session to another. Special cases will be considered and permission must be obtained from the Housekeeping Office. No bicycle may be stored in trunk rooms, parked on porches, in hallways, or in individual rooms.
10. SAFETY HAZARDS: Drying racks, trunks, suitcases, boxes, etc., may not be placed in hallways, on steps, or in doorways. Special locks, or chain locks on doors are prohibited.

GUESTS: No guest of the opposite sex may remain in the residence hall overnight. No guest may remain on campus longer than forty-eight (48) hours. No guest is permitted in the residence hall during examination periods.

12. SPECIAL RATE: The majority of the rooms are double accommodations. If one student is occupying double accommodations, he will be charged a special rate for the semester. A student wishing to avoid this charge must inform the Office of the Dean of Students that he *wants reassignment, or a roommate.*
13. The College reserves the right to: (a) change any room assignment or rate; (b) enter student rooms to perform routine inspections, repairs or housekeeping tasks during

reasonable hours or at any time in the event of an emergency; (c) control the rooms in event of an epidemic; (d) terminate the housing agreement for violation of the terms and conditions listed above, for health, or for other reasons deemed sufficient by the Office of the Dean of Students.

14. **HOUSING AGREEMENT:** This Agreement is binding for the entire academic year. A student who occupies a room and later abandons it to reside off campus, will be charged room and board for the remainder of the semester. Exceptions include moves for reasons of marriage or health.

(b) Opening and Closing

1. In the fall, unless they have assigned campus duties, returning students may not come to the campus until the day preceding registration for incoming students.
2. Residence halls are closed for social purposes at 6:00 p.m. the last day classes are scheduled before a holiday and no keys will be issued.
3. No provision is made for students to remain in residence during the scheduled holidays except the Thanksgiving vacation.
4. Students other than graduating seniors are required to check out of their halls within twenty-four (24) hours after their last examination. Any extension must be made through the Office of the Dean of Students. This includes students who desire to remain through Commencement.
5. All residence halls open at 9:00 a.m. the day before classes begin following a holiday— keys will be issued for late arrivals.

(c) Fire and Safety

1. Fire drills are held regularly under the direction

of the Student Association's Safety and Welfare Chairman who issues printed instructions for each room. A student should determine the location of the fire extinguisher and the fire EXIT nearest his room.

2. Only an individual personally aware of a fire on campus is to dial 432, a direct emergency line to the Fredericksburg Fire Department. The location is to be described as clearly as possible and then reported at once to the Residence Hall Director or person in charge of the residence hall.
3. The College reserves the right to make periodic safety inspection of all living quarters and appliances therein. Procedures for "room check" will be established by the Safety and Welfare Chairman and the Residence Hall Director.

(d) **Room Assignments**

1. Although the College makes every effort to furnish information and readmission applications directly to enrolled students, it is the responsibility of the individual student to see that all requirements are met. Likewise students entering the College for the second semester are subject to these requirements.
2. Every student now in residence must complete an application for readmission prior to March 1. After March 1 no one is permitted to register for a room.
3. No student may retain the same room without a roommate. Application for readmission for both students must be completed before March 1.
4. Those students who cannot register will be placed on a waiting list and will be assigned rooms by the Office of the Dean of Students.
5. Freshman rooms are assigned by date admission was offered.
6. Applications for small residence units must be

made to the Office of the Dean of Students for consideration.

7. Any vacancy in a room may be filled by the Office of the Dean of Students.
8. Changes in rooms or residence halls without permission will not be allowed.
9. All room changes must be made in the Office of the Dean of Students.
10. No student may remain in Ann Carter Lee Hall or any academic building after the closing hour of that building.
11. Students must reside in rooms that are assigned to them.

(e) Housekeeping and Storage

1. *Responsibilities*

The room to which each student is assigned is his responsibility for the term of residence. Students, in effect have leased the space, and the equipment therein, from the College. Rooms are subject to periodic inspection and occupants are held accountable for any damages or missing item when the room is vacated. Privileges of decorating are limited to curtains (the College provides curtain rods), bedspreads, and wall-hangings that can be hung from existing picture moldings. Nails and tapes are prohibited.

2. *Cleaning*

Each student is expected to keep his own room clean. College-employed maids have assigned duties in the public areas of each building. Any question regarding additional work or suggestions for areas that need attention should be directed to the Head Resident, Administrative Aide, or Senior Assistant, who will then consult with the Housekeeping Supervisor.

3. ***Parlors***

The parlors are primarily for receiving and entertaining guests and must be vacated at the closing hours. Other areas are provided for study and lounging.

4. ***Cooking and Ironing***

Cooking is permitted only in kitchenettes and any food kept in student rooms should be in metal or plastic containers with tight lids. Ironing is permitted only in designated pressing rooms.

5. ***Pets***

For obvious reasons of safety and sanitation, the feeding or housing of pets is absolutely forbidden in any of the College buildings. The only exception made is for animals used by faculty members under controlled conditions for the academic program. Students will be asked to vacate the room if they persist in this violation.

6. ***Keys***

For security purposes, keys to individual room doors and/or closets are available from the Residence Hall Director. Lost keys will be replaced at a charge of \$1.00. All keys are to be returned to the Residence Director upon withdrawal or at the end of the school term. A charge of \$2.00 will be made against the account of the student who fails to return each key issued to him.

7. ***Trash Disposal***

Trash is to be deposited in designated areas and will be removed on a regular schedule. Students are reminded to dispose of all trash in these areas and not to allow trash to collect in the cooking areas.

8. ***Trunks***

No personal belongings may be left in student rooms between sessions. Only trunks, footlockers, and suitcases may be left in College storage rooms

over the summer, tagged in accordance with instructions from the Dean of Students. The College assumes no liability for stored items.

Trunks packed for storage should not be overloaded. Keep in mind the men who have to move these items to other buildings.

Large trunks are not permitted in rooms. They are to be packed and unpacked in storage rooms. Small lingerie chests or uncovered footlockers that can be incorporated in the room furnishings are permitted so long as the student understands that the College can provide no help in lifting or moving them.

9. *Vacations*

When leaving for a weekend or an extended vacation period, students are asked to see that faucets are not dripping, appliances are unplugged, windows are closed, etc. In other words, the student should make certain that his quarters and belongings are secure from weather, vandalism and other hazards.

SEARCHES AND SEIZURES

1. Appropriate College personnel may make reasonable inspections of the College premises, including residence hall rooms, for maintenance purposes. This, of course, does not involve searching a student's personal property. No warrant is needed for such an inspection, which should be routine; and adequate notice should be given before the inspection takes place.
2. If College personnel have reason to suspect a maintenance problem of an emergency or critical nature, such as to render advance notice unfeasible, they may go into a residence hall room to investigate and to

perform necessary maintenance. Again, no warrant is needed.

3. If the College authorities have reasonable cause to believe that a College rule is being violated in a manner which prejudices the proper and efficient operation of the College for the welfare of the student body generally, the College authorities may inspect a student's room for the purpose of investigating the violation and enforcing the College's rules. It goes without saying that this is an extremely delicate situation. However, if there is reasonable ground for *belief* that the violation is taking place, the search is necessary for the investigation of the violation and the enforcement of the rule, and action against the offender is limited to administrative procedures as distinguished from criminal proceedings, no search warrant would be required. College security officers, accompanied by at least one College official, will conduct such a search.
4. If the search is to be made for the purpose of investigating a violation of the criminal law, a search warrant should be obtained even though actual prosecution may not be contemplated.
5. There are situations in which searches may be made of private residences without search warrants. Examples of these include: the search of the area under the immediate, personal control of a person being arrested; the invasion of a person's home in hot pursuit; or a search made when it is not reasonably possible to get a search warrant. These are all extraordinary situations.
6. Evidence observed by College personnel under situations 1, 2, and 3 may be used in Court in a criminal prosecution, as well as in a College disciplinary proceeding. However, in order for this to be the case,

the inspections made under situations 1, 2, or 3 must have been made in good faith and not as a subterfuge or excuse to obtain evidence not otherwise obtainable.

SECURITY OFFICE

The primary function of the Office of Security is to protect the students and College facilities and in general to aid in promoting safety and order on campus. The officers comprising the force have powers of arrest for any violation of the current Code of the Commonwealth of Virginia. The Security Office is located in room 104-B, Ann Carter Lee Hall. The office can be contacted also by telephone on extension 234.

SERVICES AND OFFICE HOURS

Generally speaking, when offices close and services cease, the buildings are locked at the designated closing hour. Exceptions are announced in advance when special functions are scheduled.

George Washington Hall

All administrative offices and the campus mail service:

Monday–Friday: 8:00 a.m.–5:00 p.m.

Ann Fairfax Hall

Office of the Dean of Students:

Monday–Friday: 8:00 a.m.–5:00 p.m.

E. Lee Trinkle Library

Monday–Friday: 8:00 a.m.–11:00 p.m.

Saturday: 9:00 a.m.–5:00 p.m.

Sunday: 2:00 p.m.–11:00 p.m.

Seacobeck Dining Hall

Monday–Friday

Breakfast: 7:00 a.m.–8:00 a.m.

Late Breakfast: 8:00 a.m.–10:00 a.m. (Continental Breakfast and cold cereal in the downstairs dining room)

Lunch: 11:45 a.m.—1:00 p.m.

Dinner: 5:00 p.m.—6:00 p.m.

Saturday, Sunday

Breakfast: 8:00 a.m.—9:00 a.m.

Late Breakfast: 9:00 a.m.—10:00 a.m. (Continental
Breakfast and cold cereal in the upstairs dining
room)

Dinner: 12:30 p.m.—1:30 p.m.

Supper: 5:00 p.m.—6:00 p.m.

Meal Prices for Guests:

Breakfast: \$.75

Lunch: \$1.25

Dinner: \$1.75 (including mid-day Sunday)

Ann Carter Lee

Although certain services have specific hours, the student activities building is open generally from 7:30 a.m. until 11:00 p.m. Monday–Friday; Saturday, noon until 11:00 p.m.

Bank

A branch of a local bank is located in this building. Hours are: 9:00 a.m. - 2:00 p.m. Monday through Thursday and from 9:00 a.m. - 2:00 p.m. and 4:00 p.m. to 7:00 p.m. on Friday. The bank is not open on Saturday.

Student Services

The Office of Student Services in Ann Carter Lee Hall coordinates student services and extracurricular activities, both on and off the campus. These include the responsibility for maintaining the College calendar (all campus activities must be cleared before final scheduling); coordinating the use of the College bus; issuing tickets for the Concert Series and special campus events requiring tickets of admission; and granting permission for on-campus sales.

Monday–Friday: 8:00 a.m.—5:00 p.m.

Student aide on duty evenings; Saturday from 7:00 p.m.—11:00 p.m.; closed on Sundays.

Placement Bureau

Monday–Friday: 8:00 a.m.—5:00 p.m.

Bookstore

Monday–Friday: 8:00 a.m.—5:00 p.m.

Nonresidential Students Room (for exclusive use by non-residential students as a study lounge; not open to dates)

7:00 a.m.—10:00 p.m.

Lounge A (for all students and their guests)

Monday–Friday: 7:30 a.m.—10:00 p.m.

Saturday: 7:30 a.m.—8:30 p.m.

Lounge B (for all students and their guests)

7:30 a.m.—10:00 p.m.

“C” Shop

Fountain Service:

Monday–Friday: 9:00 a.m.—11:00 p.m.

Saturday: 12:00 noon—11:00 p.m.

Sunday: closed

Meal Service: (Lunch Only)

Monday–Friday: 8:00 a.m.—5:00 p.m.

Student Organizations

Office hours for the Student Association, student publications, and other organizations housed in this building will be posted.

College Infirmary

The Infirmary is open 24 hours a day. The nursing staff is always available to students who need any type of medical attention.

Doctor’s Calls:

Monday–Friday: 1:00 p.m.—2:00 p.m.

Saturday and Sunday: on call for **EMERGENCIES ONLY**

Academic Buildings

Hours vary from year to year depending on demand for space and class schedules. A complete list for all academic buildings will be published in the first issue of the *College Bulletin* for the 1974-75 session.

Goolrick—(Swimming Pool)

Swimming is permitted only when an approved lifeguard is on duty and there is no conflict with classes. Hours for recreational swimming will be posted by the Chairman of the Department of Health, Recreation and Physical Education.

College Switchboard

The switchboard is open from 7:00 a.m. to 12:00 midnight Sunday through Thursday, and to 2:00 a.m. on Friday and Saturday. Incoming calls, except emergency, are received only during these hours.

TELEPHONE SERVICE

The telephone number of the College is: Area Code (703) 373-7250. Each residential student will be assigned the extension number of the hall phone nearest his room. Only local and prepaid calls may be received through the switchboard. Unless incoming calls are placed person-to-person, toll charges begin the moment the College operator answers. The switchboard is open from 7:00 a.m. to 12:00 midnight Sunday through Thursday and until 2:00 a.m. on Friday and Saturday. Incoming calls are received only during these hours. Emergency calls after the closing hour will be handled by the College operator on an individual basis. All outgoing long distance calls must be made from the pay stations located in each building. The telephones in the residence hall offices are for official use and are not to be used by the students. Hall telephone use is to be shared by everyone, and specific regulations may be set by the residents of each residence hall.

Westmoreland Hall and the small residences are the only residence halls wired for outside telephone lines available for personal subscription. Contracts for private lines must be made directly with the telephone company.

USE OF COLLEGE FACILITIES

1. College space is available to any student or group of students for use in a manner which is not physically destructive, which is not unlawful, which does not discriminate on the basis of race, religion, color, national origin, or sex, and which does not disrupt academic activities, scheduled events, College functions, and other normal pursuits that take place in the area.
2. The Vice President, or other persons designated by the President or Vice President, is authorized to ask any students who are using or occupying College space in a manner that is inconsistent with the provisions in paragraph one to leave.
3. College space must be reserved in order to assure its availability. Available space may be reserved at the Office of Student Services.
4. The Vice President, in cooperation with those who have reserved space, may develop and make available in advance specific provisions to govern student conduct at a given event.
5. The Vice President, or other persons designated by the President or Vice President, is authorized to ask any students who engage in conduct that is inconsistent with paragraph four to leave.
6. Disregard of any of the above regulations may result in disciplinary action by the College or in prosecution by the appropriate civil authorities.

The following Act was enacted by the General Assembly of Virginia on March 19, 1970:

1. Any person, whether or not a student, directed to leave the premises of any institution of higher learning by a person duly authorized to give such direction and who fails to do so shall be guilty of a misdemeanor. Each day such person remains on the premises after such direction shall constitute a separate offense.

VICE PRESIDENT AND DIRECTOR OF INSTITUTIONAL STUDIES

The Vice President and Director of Institutional Studies, A. RAY MERCHANT, coordinates all administrative functions of the College and is directly concerned with public and press relations, personnel matters, alumni affairs, campus security, and student services. In the absence of the President, the Vice President and Director of Institutional Studies acts in his behalf in consultation with the appropriate officials of the College and the Student Association.

WITHDRAWALS

1. All students, residential and nonresidential (full and part-time), contemplating withdrawal from the College for any reason during the session are to see the Dean of Students personally well in advance of departure.
2. A student must return his I.D. Card upon completion of withdrawal.
3. A student who withdraws from the College when on academic probation or one who is suspended by the Joint Council or Honor Council is not eligible for readmission.
4. In the interest of student welfare the College Administration reserves the right to request any student to withdraw whose conduct or general attitude is considered unsatisfactory, even though no specific charge is made.

STUDENT RULES

The following rules have the mutual agreement of the Student Association, the Office of the Dean of Students, and the President. The Residential Council, with the cooperation and assistance of all residents, has the responsibility to implement these regulations.

Each residence hall is supervised by a College official who is responsible to the Dean of Students. The official, or his appointed representative, must remain on duty in the building at all times. In addition, each of the residence halls is under the general supervision of a representative of the Student Association. The House President will be elected by the residents in the spring and will be responsible to the Student Association and to the residents. He will have the following responsibilities:

- a. calling residents together in the beginning of the year to explain the regulations of the College and the Student Association;
- b. assisting residents in determining whether or not they themselves want to impose any additional regulations on their particular unit;
- c. guiding and counseling when conflicts or problems arise;
- d. handling grievances within the particular unit.

CLOSING HOURS, RESIDENCE HALLS

1. All residence halls will be locked by the Residence Director or person in charge at the following times: Sunday through Thursday—12:00 midnight; Friday and Saturday—2:00 a.m.

2. A student may leave the residence hall after closing hour after having first notified the Campus Security Office of his leaving. For safety reasons, students who leave after closing hour must also leave the campus immediately.

DESK DUTY

Every student in a residence hall is required to volunteer his time for the purpose of covering the residence hall desk during the times when the paid Desk Aides are not working. Each resident is required to do this only once a year for a certain period of time on a schedule that is worked out by each individual residence hall. Any resident refusing to cooperate with this system will have all privileges of the front desk suspended for a period of time specified by each of the residence halls. A system of Hall Offense punishments may be worked out to provide for such infractions as failure to show up for the volunteered time; the end result being suspension of desk privileges.

DRINKING

1. Any intoxication (to the extent that a student's condition or conduct shall be offensive, disruptive, or destructive), or consumption of alcoholic beverages in public violates the Virginia state law and the acceptable standards of student conduct at Mary Washington College. Such infractions will be referred to an appropriate judicial body of the Student Association. Serious offenses may result in suspension or expulsion:

- a. It is unlawful for persons under eighteen (18) years of age to purchase or possess alcoholic beverages having an alcoholic content in excess of 3.2%.
- b. It is unlawful for any person under the age of

eighteen (18) years to purchase any alcoholic beverage or to possess any beverage so purchased.

c. It is unlawful to consume alcoholic beverages in public except that they may be consumed in duly licensed public establishments.

d. It is unlawful to be intoxicated in public.

DRUGS

The possession or use of narcotics or dangerous drugs without a doctor's prescription is prohibited by State law and by the College. Violations of these provisions will be referred to the College administration, which will, in turn, refer them to the civil authorities.

FACULTY-STUDENT GOVERNANCE:

All departments and special degree programs must develop and implement policies of student participation in the affairs of these departments and groups, including voting student representation at their meetings. Student representatives are to be elected by their respective departmental majors or constituencies.

FRESHMAN HOURS

SA in agreement with the Administration has agreed to set visitation in Freshmen residence halls and for all other freshmen as 11:00 a.m. to closing hour on Friday, Saturday, and Sunday.

GUESTS

1. All guests are expected to abide by the same rules and regulations as the residential student, and it is the responsibility of each student to see that his guests do so.

2. Guests are expected to leave the residence hall at the closing hour unless provisions have been made for them to remain overnight. No male may be an overnight guest in a female residence hall; and no female may be an overnight guest in a male residence hall.

3. No overnight guests may remain on the campus beyond 48 hours. *No overnight guests are permitted during examinations or during the period from the end of examinations through Commencement.*

4. Students, faculty, and administrators may ask any loiterer to leave the campus.

5. For safety reasons, it is advisable that students and their guests avoid poorly lighted areas on campus—the tennis courts, around the library, behind duPont, and behind the Infirmary.

RESIDENCE HALLS

1. Members of the opposite sex are allowed in a student's room only with the permission of the Residence Director or person in charge, except during visitation hours.

2. Residence hall rooms will be checked periodically by the Residence Director and Safety and Welfare Chairman of the Student Association. The student will be given prior notice of such a check.

3. Each student is held responsible for the care and preservation of his room. All damages to College property will be repaired at the expense of the student causing damages.

4. The observance of study hours may be established by each residential unit. Consideration of others is expected at all times.

RESIDENCE HALL KEYS

1. Any student returning to campus after the closing hour must obtain a key from the Office of Security in Ann Carter Lee. The person on duty will record his name and key number, request that he show his student identification card, and require that he sign for the key. Upon returning to the residence hall the student must deposit the key in the wooden box, placed right inside the main door, and notify the Office of Security (Extension 234) of his safe return.

No student will be issued a key without an identifica-

tion card. If the student does not have an identification card, he must call someone to bring it to the Office of Security before a key will be issued. If the student cannot obtain his identification card by this means, he must call the head resident or Senior Assistant and have one of them admit him to the residence hall.

A student may key into a residence hall other than his own. In such a situation, the student must indicate to the Office of Security his own residence hall and the residence hall to which he is going.

2. *The following constitute key violations:*

a. failure to notify the Office of Security of safe arrival to the residence hall within 30 minutes after obtaining key;

b. failure to deposit key in appropriate box immediately after safe arrival;

c. giving a key to another person.

3. A student who does not return the key immediately upon entering the residence hall will be dealt with through the system of automatic punishments.

a. For the *first offense*, the student will receive a *written warning* from the Judicial Chairman of the residence hall.

b. For the *second offense*, the student will receive two *hall offenses*.

c. For more than *three offenses*, the student will be dealt with individually by the *Campus Judicial Chairman who will then decide the action deemed necessary*.

4. The punishment of a fine up to \$25 may be handed a student who loses a key which has been signed in his name. The punishment will be decided upon by the Campus Judicial Chairman.

5. For his own safety, a student must enter his respective hall immediately upon returning to campus after the closing hour.

6. When using the doors after closing hours, a student must make sure that the door locks securely behind him.

7. In order to provide for the safety of the other students, a student must not duplicate a key or allow a key to be duplicated. Such duplication constitutes a fraud, and offenses will be dealt with by the Honor Council.

8. A student who gives his key to another person is subject to loss of key privileges for the remainder of the year.

SMOKING

1. Smokers are responsible for any damage to College property. They are expected to comply with safety regulations at all times.

2. Because of fire regulations, smokers may not smoke in the following areas:

- a. In the Library (except in the smoking room);
- b. In George Washington, duPont, and Monroe auditoriums;
- c. In the gym, locker rooms, or swimming pool area of Goolrick Hall.

3. Smoking is permitted in the classrooms unless there is a specific objection from the instructor or any member of the class.

STUDENT ASSOCIATION FACULTY PLAN

Students have the privilege of inviting faculty members and their families to be their guests at the College dining hall. Student hostesses must sign up 24 hours in advance in the Office of Student Services in Ann Carter Lee and pick up the ticket for which there is no charge.

SUNBATHING

Sunbathing (in bathing suits) is forbidden in the following areas only:

- a. On Ball Circle, or residence hall rooftops.
- b. On any other piece of College property that is visible from a public thoroughfare. Girls are asked to use their own discretion in this matter.

VISITATION REGULATIONS

1. During visitation hours students are permitted to bring male guests (or female in the case of male residence units) to their rooms in the residence halls. Consideration of room-mates and other residents is urged.

2. Specific regulations regarding visitation include:

a. Students are expected to use mature judgment as to their number of guests.

b. Guests must be within sight of the student at all times.

c. Unaccompanied guests found in areas other than the public parlors will be detained and questioned by appropriate College officials.

3. In an effort to provide maximum freedom of choice—and responsibility—students are able, **with parental permission**, to choose from among the following visitation plans:

a. Visitation from 11:00 a.m. to closing hour on Wednesday, Friday, Saturday, and Sunday;

b. Visitation from 11:00 a.m. to closing hour any day of the week;

c. Off campus living.

4. In each of the above plans, the hours represent maximum limits; however, any residence hall as a whole, or any of the smaller units within the whole, may vote to restrict further these hours.



THE STUDENT ASSOCIATION

The Student Association at Mary Washington is an important part of student life. Upon matriculation into the College, a student automatically becomes a member of the Association. All students are encouraged to become active members, so that the Student Association is a truly representative body of student thought and opinion voicing the needs and the concerns of the student body.

SA Purpose

The purpose of the Student Association is to work for a better College community through the development and strengthening of individual responsibility, citizenship, and honor; to share with the faculty and the administration the obligation of respecting and promoting the traditions, standards, and objectives of the College; and to instill the convictions of self-government and democracy in every student.

The Student Association officers acknowledge to the students of Mary Washington College the following obligations: to actively represent student opinion; to respect the rights of the individual; to cultivate and uphold the academic and social atmosphere conducive to the fulfillment of the aims of the College; to promote communication, cooperation, and understanding among students, faculty, and administration; to stimulate awareness of national and international affairs

and their importance to the individual; to promote environmental improvements necessary for the welfare of the students; and to affirm that the Student Association shall continue as a democratic body.

STUDENT ASSOCIATION ORGANIZATION

I Executive

The executive power is vested in the Student Association Executive Cabinet, a body comprised of the five SA officers, which acts under the direction of the Executive Chairman. The Executive Chairman is the official spokesman of the Executive Cabinet and the Student Association.

Executive Cabinet

The Executive Cabinet represents the student body on all matters of joint concern between the administration of the College and the student body. The Executive Cabinet is the highest SA body on campus; among its members are the chairmen of the executive, legislative, and judicial branches of the Student Association.

Executive Cabinet

Executive Chairman. Mary Mahon
(X-308)

Legislative Chairman Janis Biermann
(X-523)

Judicial Chairman Janice E. Anderson
(X-521)

Academic Affairs Chairman Valerie C. Walters
(X-522)

Student Association Whip Laraine M. Kelley
(X-520)

Advisers:

Residential Council Chairman Eva Graham
(X-465)

Class Council Chairman Carolyn Crostic
(X-524)

II Legislative

The legislative branch of the Student Association is the Senate. Each residence hall has at least one Senator and those halls containing more than fifty students shall be represented by one Senator for each fifty students and one additional Senator when an increment of fifty is exceeded by thirty. The nonresidential students are represented by one Senator for every full time equivalent of fifty nonresidential students.

While a Senator's primary responsibility is in representing his constituency, he also participates actively in one or more of the Senate Committees to improve college life.

The Legislative Chairman presides over the Senate, and the members of the Executive Cabinet of SA are *ex-officio* members. The Senate is organized into standing and temporary committees for the efficient performance of its duties. All legislative powers are vested in the Senate. A proposal which passes the Senate shall be presented to the Executive Cabinet of the Student Association before it is referred to the appropriate body. The proposal may be approved by the Executive Cabinet or, if vetoed by the Executive Cabinet, shall be returned to the Senate for debate. A two-thirds vote of the Senate shall override the veto.

Standing Committees of the Senate

The Chairmen of the standing committees of the Senate are elected by the student body in the spring.

Interested students who are not Senators are encouraged to serve on the committees.

Finance Committee (*Sherry Kendall, X-462*) oversees the budget requests from the other Senate committees. The Finance Committee Chairman shall oversee the administration of Senate funds. Each Senate committee shall approach the Finance Committee to determine their respective allotments within that Senate budget.

Publicity Committee (*Leslie Michel, X-411*) provides a service for any club or organization on campus through which their announcements may be circulated.

Rules and Procedures Committee (*Ebbie Koster, X-436*) handles all campus-wide elections, as well as smaller group elections. This Committee also reviews, revises, and edits all rules concerning the Student Association as stated in the Constitution and the *Student Handbook*.

Special Projects and Events Committee (*Carol Kerney, X-512*) brings concerts and speakers of varying interests to the campus. This Committee also organizes special service events on campus, such as voter registration, the bloodmobile, and informative panel discussions on topics of student interest. This Committee organizes special campus events and studies the possibility of improvements where deemed necessary. The responsibility for informing the student body of events in the nation, state, and community rests with this Committee.

Student Organization and Procedures Committee (*Nora Cassai, X-419*) is responsible for the nominations to the Executive Cabinet of student members to all Student-Faculty Committees. This Committee will also form sub-committees as necessary to study any student government changes in structure or procedure.

Student Welfare Committee (*Gwen Phillips, X-423*) studies and reports its findings on any aspect of student concern, i. e., the infirmary, dining hall, laundry, and security force. The Committee also studies the possibilities of any project

that would benefit the student body, such as student co-ops and a Rathskeller.

By-Laws of the Senate

The By-Laws of the Senate shall be as an explanation and method of implementation of the Student Association Constitution.

Section 1. Senate Committees

- I. Senate Committees shall be composed of an elected chairman, members who are Senators and non-Senators, and as many *ex-officio* members and assistants as deemed necessary. In matters of proposed changes to proposals, all members of the committee shall have an equal vote.
- II. Any *ex-officio* members and assistants to the committee shall be chosen at the discretion of the committee.
- III. In general, the Senate committees shall be established for the purpose of:
 - a. advising the President of the Senate;
 - b. conducting investigations followed by the drafting, reviewing, and formalizing of proposals and amendments as mandated to them by the Senate;
 - c. presenting the actions of the committees for reviewal by the Senate for acceptance or rejection. Upon rejection, suggestions for revision may be offered to the committee. Following further consideration and possible revision of the proposal by the committee, the revised form shall be re-presented to the Senate.
- IV. The Student Organization and Procedures Committee shall be composed of five Senators and five non-Senators (excluding the Committee Chairman) to be elected from nominations made from the floor of the Senate.

Section 2. Ad-Hoc Committees

- I. The Senate shall not abridge the right of the students to form ad-hoc committees.
- II. The Senate may place regulatory conditions only on the expenditure of funds granted to ad-hoc committees by the Senate.
- III. Ad-hoc committees shall be defined as impermanent groups which are not established standing Senate committees.

Section 3. Legislative Procedures

- I. The rules contained in *Robert's Rules of Order Revised* shall govern the Senate in all cases to which they are applicable and in which they are not inconsistent with the Student Association Constitution.
- II. After three rejections of a Senate Committee proposal by the Senate, the Senate shall have the option to establish a mandated Ad-Hoc committee for the purpose of deciding the course of action to be taken on the proposal. The committee shall have the option to take a proposal to the Executive Cabinet as a group of interested students.
- III. The Senate and its committees shall meet every week on a day agreed upon by the Senate. The President of the Senate by a majority vote, a quorum being present, may change such dates, provided that the Senate shall meet at least once a month.
- IV. No member of the student body or College staff may be excluded from any regular meeting of the Senate.
- V. Any student shall be allowed to address the Senate within the restrictions of the Rules of Order, upon recognition by the President of the Senate. Any other member of the College community may be recognized to speak on the floor of the Senate by a carried motion from the floor.
- VI. Debate in the Senate shall be limited. On any one question, each Senator shall be allowed a total of ten minutes on the floor, unless by consent this period be extended. A limit of three speakers in succession shall be allowed to present opinions on one side of a question. The previous question may be called or debate limited by a two-thirds vote of the members present.
- VII. Any proposed constitutional amendments, major handbook revisions or committee reports shall be available to Senators in print before being voted upon.
- VIII. If consent of the Senate is requested by the President of the Senate, it shall be considered given unless one-third of the Senators present object.
- IX. A roll call vote of the Senate shall be taken before the consideration of business at each regular meeting of the Senate. At the request of the President of the Senate or a Senator, the roll call may be taken for a specific vote. The President of the Senate may rule a request for quorum out of order if a quorum has been previously called at a meeting and if the proceeding of business would be obstructed.
- X. Only a point of order may interrupt voting and such a point of order must question either the procedure or the necessity of voting.

- XI.** The Senate shall elect a Parliamentarian; who shall be neither a Senator nor an alternate, to advise the President of the Senate on all points of order.
- XII.** The alternate Senator shall be the student who places second in the Senate elections. He shall have the same rights and privileges in the Senate while serving as the representative of his district when the Senator is unable to attend. Senators may delegate a voting substitute representative with a referendum of the district yielding 20 percent approval. The list of the district must be submitted to the secretary of the Senate at the beginning of the meeting.
- XIII.** If a Senator is unable to fulfill his term of office, an election shall be held among his constituents to fill the vacancy.
- XIV.** The Senate may supervise the elections for organizations outside its original jurisdiction at the request of those organizations.
- XV.** The following form shall be used in the evaluation of Senators by their constituents:

This is a vote-of-confidence ballot which will be helpful in determining the success of your Senator thus far this year. It is designed to encourage your honest opinion of his performance, and to have you air general comments, grievances, etc., about activities in the Senate. It is also a reminder to you that good representation requires your active concern as well as your Senator's, so please consider both sides in measuring his ability. And PLEASE make any suggestions which you feel would expedite better communications between all of us. (This will be anonymous.) Your district number is _____

1. Do you approve of the way your Senator is handling his job? No Yes
2. If Yes, your comments and suggestions would be appreciated.
 - a. Are you totally satisfied with the way you are being informed about Senate meetings? (Bulletin boards, meetings, etc. . .)
COMMENT _____
 - b. Do you feel that your Senator is receptive to your point of view?
COMMENT _____
 - c. In your estimation, how effectively has your Senator been a true liaison between his constituents and the Student Association?
COMMENT _____
3. How well have you performed as a constituent in keeping up with issues, being well informed, and in talking over with your Senator any questions or objections you have had?
4. OTHER?

- XVI.** In order for the Senate to measure communications with the Executive Cabinet, there will be two special meetings between the Senate and Executive Cabinet— the first at the end of the first semester and the other to be held within the month before campus elections in the spring.
- XVII.** The President of the Senate shall appoint a Secretary of the Senate with the advice and consent of that body as determined by a two-thirds vote.

III. Judicial

There are two levels in the Student Association Judicial structure:

A. The Joint Council

The Joint Council, the highest judicial body on campus, is composed of three faculty members and four students. The four students are members of the Campus Judicial Court; one representative from each class. The campus judicial chairman convenes the Joint Council when a case has been brought to his attention, but is a non-voting member.

The Joint Council hears and decides cases which might result in suspension or expulsion, or cases of extreme complexity. Generally, any violation of major Student Association regulations will appear before the Joint Council. The Joint Council will also function in the capacity of an appellate court, conducting plenary hearings for all student appeals from the Campus Judicial Court. In all cases other than appeals, a decision of the Joint Council shall be submitted to the President in the form of a recommendation.

Joint Council Procedure:

1. Joint Council cases are referred to the campus Judicial Chairman by the following people:
 - a. any member of the College community aware that a serious violation has been committed.
 - b. the residence hall judicial chairman

2. Except in the case of extenuating circumstances, an accusation must be made within 96 hours (4 days) *of the offense*.
3. The Campus Judicial Chairman contacts the President, the Dean of Students, Faculty Chairman, and the Student Association Executive Chairman to inform them of a case. A time for the hearing is then set within 7 days of the accusation, except in the case of extenuating circumstances.
4. The Campus Judicial Chairman then contacts all members of the Joint Council and arranges to have excused absences for all students involved in the case.
5. The Campus Judicial Chairman notifies the accused verbally and in writing of the offense of which the student is accused, and the time, the date, and the place of the Joint Council hearing. The accused is also informed of the right to have a public hearing. The accused is also informed of the right to have a public hearing and/or character witnesses. If a public hearing is desired, the accused must submit a list of no more than twenty-five people he wishes to be present the day before the hearing. All hearings will be assumed to be open unless the accused requests otherwise.
6. The Campus Judicial Chairman talks to the accused, the accuser, and the president of the residence hall in which the accused resides to learn the details of the case and informs them of the procedures of the hearing.
7. The residence hall Judicial Chairman or President accompanies and remains with the accused throughout the entire Joint Council hearing.
8. The accused has the right to non-paid defense counsel in an advisory capacity but must speak for himself if called upon to do so.

Hearing

All procedures are subject to change according to the uniqueness of a case, but the procedures are generally as follows for a hearing:

1. The Joint Council members are informed of the circumstances of the case by the Campus Judicial Chairman.
2. The accused is escorted into the council room and introduced to the Council by the Campus Judicial Chairman.
3. The Campus Judicial Chairman informs the accused again of the charge made, and the defendant is informed that the honor system applies when testifying, and that character witnesses may testify if it is desired.
4. The accused is asked to tell the circumstances surrounding the case and any information relevant to the case.
5. The accused is then questioned extensively by the Joint Council. After testimony and questioning, the defendant remains in the council room to hear all further testimony.
6. The residence hall President or Judicial Chairman is escorted into the council room and introduced to the Joint Council by the Campus Judicial Chairman. He is then told to relate the circumstances of the case as he knows them. The Council then questions the President or Judicial Chairman concerning the case.
7. Testimonies are then heard from any other witnesses which are involved in the case. All persons involved with the case are subject to the above procedures.
8. All statements as well as all testimonies are considered in reaching a decision. All Joint Council members including the Campus Judicial Chairman adjourn for deliberation. For additional questioning, members will return to the hearing room. The faculty chairman directs the deliberation.

9. A vote is taken for the decision (a majority vote is required for any action, but a unanimous vote is preferred to show the Council's support for the decision).
10. After a decision has been reached, the faculty chairman recommends the decision by phone to the President for his approval (or to a deputy appointed by the President in his absence).
11. The Council then returns to the hearing room and the Campus Judicial Chairman calls for a decision.
12. The decision is then relayed to the accused by the faculty chairman.
13. If the case results in either the suspension or expulsion of the accused, the Campus Judicial Chairman immediately escorts the student to the Office of the Dean of Students. The Dean of Students places a call to the parents of the student at the request of the Chairman of Joint Council. The call is made in the presence of the student and the Campus Judicial Chairman.
14. After the hearing, a letter is written to the President confirming the information conveyed to him by the previously mentioned phone call. The original and one copy of the letter are sent immediately to the President. A second copy is filed in the Joint Council file. (Student Association letterhead for all correspondence.)
15. A letter to the student's parents is also drawn up. The secretary of the Joint Council then types the letter and mails it to the parents. Copies of this letter are sent to:
 - a. the student
 - b. the Dean of Students
 - c. the Joint Council fileThe Joint Council file should contain a copy of the letter to the parents, and a brief summary of the case.
16. A brief notice that a case has been heard and the results of the case is posted in Ann Carter Lee Hall.

17. Decisions of Joint Council are appealed to the President and may not be returned to Joint Council except in the case of new evidence or questions of procedure. The President has the right to refuse an appeal.
18. An appeal for reconsideration of a decision by Joint Council is made by letter to the Campus Judicial Chairman. This appeal is made upon presentation of new evidence.

PENALTIES FOR VIOLATIONS

1. Automatic Punishments

In cases involving minor infractions of the rules, the student is dealt with by means of the system of automatic punishments within the judicial system of automatic punishments within the judicial department of the Student Association. Administered by the Residence Hall Judicial Chairman and the Campus Chairman, the automatic punishments cover Student Association and Hall offenses and are not cumulative from one semester to another. Each hall legislative council may establish policies for the welfare of its own group.

The Executive Chairman of the Student Association, the Campus Judicial Chairman, or the Residence Hall Judicial Chairman, at his discretion, may require a student to appear before the Campus Judicial Court for one or more infractions of the rules of the Association.

They may also refer a case immediately to the Joint Council after consultation with the Campus Judicial Chairman. The punishment for the accumulation of more than three Hall offenses will be handled by the Judicial Chairman in consultation with the Residence Hall Judicial Chairman.

2. Serious Infractions

In cases involving serious infractions of rules, the Campus Judicial Court or the Joint Council may withdraw certain privileges from students who have violated College regulations. Punishments range, according to the seriousness of the offense, from the withdrawal of the privileges concerned in minor rule infractions, to strict camping or a modification thereof, to social probation, or to suspension for infractions of a more serious nature. In cases of a very serious infraction, expulsion from the College may be in order on recommendation of the Joint Council.

3. Campus

Campused students are not permitted to leave the campus except to attend church services on Sunday mornings. These students may engage in all on-campus recreational activities provided by the College and may have dates on campus.

Penalties regarding campus do not pertain to holidays or between semesters.

4. Strict Campus

A student who has been penalized with strict campus will be subject to the following:

- a. May not have callers of the opposite sex;
- b. May not attend dances;
- c. May spend the night only in his own residence hall;
- d. May not be absent from the campus except to attend church services on Sunday morning.
- e. Will be recorded as suspended for the remainder of the session if he withdraws voluntarily from college.

Penalties regarding strict campus do not pertain to holidays or between semesters.

5. Social and Residential Probation

A student placed on social probation must appear before the Joint Council if he violates a major SA regulation

(e.g. drinking, visitations, or breaking imposed campus penalties), and may be subject to expulsion. Social probation may be imposed in addition to any other penalties.

A student must appear before the Residence Hall Judicial Chairman if he commits a hall offense or violates an SA regulation. Residential probation may be imposed in addition to any other penalties.

6. Suspension and Expulsion

In suspension and expulsion the student involved must leave campus as soon as practicable, following consultation with the Dean of Students, after the penalty has been imposed.

Suspension: A student suspended from the College may not reapply until the designated time and must do so to the Committee on Admissions.

Expulsion: A student expelled from the College is ineligible for readmission.

7. Other Possible Punishments

- a. Extra, volunteer desk hours.
- b. Responsibility for checking doors at the closing hour.
- c. If a student insists upon ignoring *major* Student Association regulations concerning visitation, he may be asked to give up his room on campus for a specified time period.

Both the Judicial and the Joint Councils may impose penalties other than those listed.

9. Notification of Parents

Parents or guardians will be notified by the Chairman of the Joint Council or by the Dean of Students at the request of the Campus Judicial Chairman.

Notification will be made for cases of serious disciplinary penalties.

In those cases involving less than two weeks of campus, the Residence Hall Judicial Chairman may recommend, through the Campus Judicial Chairman, that the parents or guardians be notified by letter from the Dean of Students.

Procedure for Appeal

1. An offender who wishes to appeal a case from the Campus Judicial Court must do so in writing to the Campus Judicial Chairman.
2. Letters of appeal must be written and in the hands of the Campus Judicial Chairman a week after a brief summary of the circumstances of the case, the decision of the Campus Judicial Court, and the offender's reason for appeal.
3. The Judicial Chairman contacts all members of the Joint Council and the Dean of Students. The Chairman may contact the Residence Judicial Chairman for additional information. The Council will meet promptly after receiving the letter of appeal to reconsider the case in its entirety.

Procedure for Appellate Hearing

1. The Campus Judicial Chairman reads the letter of appeal to the Joint Council and adds any relevant information.
2. The Residence Hall Judicial Chairman escorts the offender to the trial.
3. Should the Campus Judicial Chairman be involved in the hearing, the senior representative will act as temporary chairman for the hearing (*at the moment of testimony.*)
4. Reminder: *The decision of the appellate court is never harsher than that decision made by the Campus Judicial Court.*

B. The Campus Judicial Court

The Campus Judicial Court shall be composed of the Campus Judicial Chairman and eight elected members, two from each class—freshman, sophomore, junior, and senior.

Judicial Chairman Janice E. Anderson
(X-521)

Senior Members Lynn Eastwood
. Laraine Kelley

Junior Members Carolyn Roberts
. Judy Sledge

Sophomore Members Beth Craig
. Betse Sharpe

Freshmen Members . . . (to be elected in the fall)

The court shall hear those cases referred to it by the
Residence Hall Judicial Chairman.

Procedure for Campus Judicial Court Closed Hearings:

1. The Residence Hall Judicial Chairman briefly relates to the Judicial Court the circumstances of the case and/or other facts relevant to the case.
2. The Campus Judicial Chairman escorts the "offender" into the courtroom. The "offender" is asked to introduce himself to the Court.
3. The Chairman reminds the offender that he is on his honor to tell the truth and asks if the student is aware that he is on his honor before his fellow students to tell the truth. The Chairman reminds the offender that he does not have to testify, and that character witnesses may testify if so desired.
4. The Campus Court introduces itself to the students present.
5. The Chairman asks the offender to relate the circumstances surrounding the case to the Court. After this, the Residence Hall Judicial Chairman may question the offender.
6. At this time, any character witnesses are escorted into the court room to make their statements. All statements are considered by the Campus Judicial Court.

7. The offender may then cross-examine and raise any questions he may have.
8. After testimony, the Chairman asks the offender to wait outside the courtroom until the Campus Judicial Court reaches a decision. They must reach a unanimous decision after discussion.
9. The Chairman escorts the offender back into the courtroom and announces the Campus Court's decision after discussion.
10. The Campus Judicial Chairman must remind the offender of the right to appeal the decision to the Joint Council.

Procedure for Open Hearings

Procedure for an open hearing before either the Joint Council or the Campus Judicial Court will remain essentially the same as for a closed hearing. Any individuals whom the accused wishes to be present shall be allowed to attend, provided the number does not exceed twenty-five (25). A list of these individuals must be submitted to the Campus Judicial Chairman at least one day before the scheduled trial. The Campus Judicial Chairman maintains the right to clear the room, and he is responsible for maintaining the order and dignity of the court. The members of the court will adjourn for private deliberations after all testimony has been heard.

C. The Residence Hall Judicial Chairman

The Residence Hall Judicial Chairman shall administer punishments for hall infractions and certain other minor infractions; he will also act as the mediary between the accused and the Campus Judicial Court and Judicial Chairman. The Chairman will also accompany the accused to a Joint Council trial if an appeal is made.

Procedure for Investigating Social Infractions:

1. Upon notification of a social infraction (by a residence hall president, senior assistant, residence director) the residence hall chairman shall immediately contact witnesses and/or others involved. If their versions contain *sufficient* evidence for an accusation, written statements must be obtained.
2. If there is sufficient evidence, confront the suspected offender and relate the circumstances as you understand them. Inform the student of his rights:
 - a. They do not have to say anything.
 - b. They are on their honor while discussing the circumstances of the case. If the residence hall chairman feels that upon preliminary investigation a trial is warranted, he immediately contacts the Campus Judicial Chairman. He also immediately informs the accused that a trial will be held.
3. Technical aspects of the case, such as date and time, will be handled by the Campus Judicial Chairman.

STUDENT ASSOCIATION FINANCE COMMITTEE

The Finance Committee shall be composed of three senators to be elected by the Senate; three non-senators to be elected from a list of eight nominees submitted by the Student Organizations and Procedure Committee. (Both the members of the Senate and the Executive Cabinet shall vote in this election, each member receiving one vote.); three *ex-officio* members, the executive chairman, legislative chairman and the Secretary/Treasurer of the Executive Cabinet; the Comptroller of the College, and a representative of the faculty.

By-Laws

The By-Laws of the Committee shall be defined as an explanation and method of operation.

I. Purpose

To approve allocations of Student Activities Fees upon proper application of student organizations, with the exception of those organizations considered to be competitive inter-collegiate teams and the Honor Council.

II. Composition

- A. The Student Association Finance Committee shall be composed of three senators to be elected by the Senate; three non-senators to be elected from a list of eight nominees submitted by the Student Organizations and Procedure Committee (Both the members of the Senate and the Executive Cabinet shall vote in this election, each member receiving one vote.); three *ex-officio* members, the executive chairman, legislative chairman and the secretary-treasurer of the executive cabinet; the comptroller of the College; and a representative of the College; and a representative of the faculty to be selected by the President.
- B. The Committee shall elect its own chairman. The secretary-treasurer of the executive cabinet shall serve as secretary of the Committee.

III. Procedure

- A. Budgets must be submitted to this Committee by April 1.
- B. The Committee will consider the various requests for allocation and recommend adjustment or approval.
- C. In reviewing the budgets submitted by the Board of Publications, the Committee will consider only the total request for all publications. If adjustment of the total request is necessary, such recommendation will be made to the Board of Publications.
- D. After approval of the Finance Committee, the budgets shall be submitted to the President by the Chairman of the Committee for his approval and final implementation.

STUDENT-FACULTY COMMITTEES

There are various Student-Faculty committees, all of which welcome and encourage active student participation. These committees deal with many areas of College concern—such as academic policies and procedures, administrative responsibility for specific aspects of the College program, and specific interests involving students and faculty.

Students interested in serving on these committees must first file applications during the second semester of the academic year to the Senate Student Organizations and Procedures Committee (*chairman: Nora Cassai*). The SOP committee then studies these applications and makes its recommendations for student representatives to the Executive Chairman of the Student Association. The Executive Chairman studies these recommendations and from these makes his nominations for student representatives to the President of the College who then formally invites these students to be members of a committee.

The following is a listing of Student-Faculty committees:

- Academic Counseling and Guidance Committee
- Admissions and Admissions Policy Committee
- Committee on College Affairs
- Committee on Special Degree Programs
- Curriculum Committee
- Instruction and Academic Affairs Committee
- Library Committee
- Public Occasions Committee
- Rare Books Committee

Constitution

Student Association

Mary Washington College

Preamble

WE, THE STUDENTS OF MARY WASHINGTON COLLEGE, HAVING ESTABLISHED A STUDENT ASSOCIATION TO PROMOTE COMMUNICATION, COOPERATION, AND UNDERSTANDING AMONG STUDENTS, FACULTY, AND ADMINISTRATORS DO ORDAIN AND ESTABLISH THIS OUR CONSTITUTION.

Article I: Purpose

The Student Association of Mary Washington College recognizes that the College community is composed of three independent yet inter-related bodies: the students, the faculty, and the administration. Realizing that any major policy change affects all members of the academic community, the S.A., in representing the students, will work with the faculty and the administration as circumstances may require. The S.A. commits itself to uphold and enforce those regulations which have been made through mutual agreement and understanding.

Article II: Organization

In order to promote this interaction, the student body shall elect officials to comprise the Executive, Legislative, and Judicial Departments. Except as hereinafter provided, each department shall be distinct so that the powers vested in one shall not be exercised by any other.

Article III: Authority

The authority of the Student Association is derived from the student body of the College and from delegation by the President of the College. The Student Association shall have the sole authority to act in the name of the student body; it shall also serve as an advisory body to the President of the College.

Article IV: Powers

Section 1. The Executive Cabinet of the Student Association shall have the power to regulate all student activities and organizations at the College, with the exceptions of the Publications and the Honor Council, through the passage of appropriate resolutions. Recognition from the Student Association is necessary only for financial assistance. The Senate will have power through two-thirds vote to override those

regulations which the Executive Cabinet has passed or proposed.

Section 2. In regulating student activities and organizations, the representatives of the Student Association shall have only the following powers:

- a. To recognize any student organization at the College within its jurisdiction; to impose conditions or qualifications upon the grant of recognition or the continuance of recognition; to withdraw recognition; and to enforce these rules by appropriate action.
- b. To approve allocations of Student Activities Fees upon proper application of student organizations, with the exception of those organizations falling under the jurisdiction of the Board of Publications and the Honor Council.

Section 3. The representatives of the Student Association shall have the power to investigate any matter affecting the welfare of the student body and the College and to make recommendations which will foster the best interest of the College and the student body.

Section 4. College administrative recognition of the Student Association as the official representative of the student body and College administrative allocation of the funds collected by the administration for student activities are recognized as powers delegated to the President of the College by the Board of Visitors.

Section 5. The representatives of the Student Association shall have the power to regulate all Student Association elections.

Article V: Executive Department

Section 1. The Executive power shall be vested in a deliberative body, the Executive Cabinet of the Student Association, under the direction of the Executive Chairman. The Executive Cabinet shall be composed of five voting members, each having an equal vote. The Executive Cabinet shall consist of an Executive Chairman, Legislative Chairman, Judicial Chairman, Academic Affairs Chairman, and Student Association Whip. These positions shall have a term of office of one year beginning during the second semester of the academic year and continuing until the succeeding Executive Cabinet is duly installed.

Section 2. The Executive Chairman, Legislative Chairman, Judicial Chairman, Academic Affairs Chairman, and Student Association Whip shall be elected by the student body by secret ballot on the basis of a simple majority of the votes cast.

Section 3. Eligibility for any office within the Executive Cabinet shall be dependent on good standing academically (as defined by the Dean's office as regards to grades only) and socially and the maintenance thereof.

Section 4. Before entering office, all officers of the Executive Cabinet shall take the following oath:

I do hereby solemnly promise to support and maintain the Constitution of the Student Association of Mary Washington College and I pledge my best efforts to the efficient performance of the duties of _____ of this Association, to which I have been elected.

Section 5. The areas of influence of the Executive Officers shall be as follows:

Executive Chairman shall:

- a. be responsible for all actions of the Executive Cabinet,
- b. call and preside over all meetings of the aforesaid Cabinet which shall be responsible to him for all its actions,
- c. be the official spokesman of the Student Association,
- d. call and preside over all meetings of the student body,
- e. deliver periodic State of the Campus Messages to the student body,
- f. upon the nominations of the Student Organizations and Procedures Committee make final recommendations to the President concerning student membership on Faculty/Student Committees,
- g. designate students to represent the Student Association at official College functions.

Legislative Chairman shall:

- a. be the President of the Senate,
- b. be the official spokesman for the Senate within the Executive Cabinet.

Judicial Chairman shall:

- a. be the official representative of the Student Association in all matters of judicial concern,
- b. in addition to serving in the capacity of chairman of the Review Court, serve as a non-voting presiding officer of Joint Council.

Academic Affairs Chairman shall:

- a. be the coordinator of student academic concerns and the official representative thereof.
- b. have the responsibility to preside over monthly meetings of an Academic Affairs committee whose membership encompasses the elected departmental representatives and students on student-faculty committees and to report to the Executive Cabinet the proceedings thereof.

Student Association Whip shall:

- a. be the representative of special concerns and interests of the student populace to the Executive Cabinet.

Section 6. The Executive Cabinet shall represent the student body on all matters of joint concern between the administration of the College and the student body, unless that authority is designated to others through specific legislation. The Executive Cabinet shall formulate and declare the Student Association goals and policies for its administration, and may originate and propose legislation. The aforesaid Cabinet shall have the power to veto any legislation recommended by the Senate and shall serve as *ex-officio* members of the Senate.

Section 7. In case of removal of the Executive Chairman from office, or of his resignation, or inability to discharge his duties, the powers and duties shall devolve on the Legislative Chairman. In case of removal of the Legislative Chairman, Judicial Chairman, Academic Affairs Chairman, or the Student Association Whip from office, or upon resignation or inability to discharge the powers and duties of the aforesaid offices, a special election shall be called by the Executive Chairman for the purpose of electing successors.

Section 8. The Executive Cabinet may be assisted by advisers who may include: the Chairman of the Class Council; and the Chairman of the Residential Council; and such other advisers as the Executive Chairman may deem requisite.

Article VI: Legislative

Section 1. All legislative powers herein granted shall be vested in one legislative body, a student Senate.

Section 2. Each residence hall shall have at least one senator notwithstanding the number of residents in said residence hall. Each residence hall containing more than fifty students shall be represented by one senator from each district of fifty students and one additional senator when an increment of fifty is exceeded by thirty students. There shall be at least one senator for every full time equivalent of fifty day students and one additional senator when an increment of fifty is exceeded by thirty students.

Section 3. Before entering office, all senators, alternates, and Senate Committee Chairmen of the Student Association shall take the following oath:

I do hereby solemnly promise to support and maintain the Constitution of the Student Association of Mary Washington College and I pledge my best efforts to the efficient performance of the duties of _____ of this Association to which I have been elected.

Section 4. Senate elections shall be at the beginning of the academic year. Each senator shall be elected for a term of one academic year. If neither senator nor his alternate has attended two consecutive meetings, then that district will be considered officially unrepresented until a vote of confidence is taken in that district.

Section 5. The vote-of-confidence shall be taken at the beginning of the second semester of the academic year if deemed necessary by the President of the Senate and a simple majority of the Senate so as to determine the performance of the senator in his district. After the ballots have been distributed, counted and reviewed by the senator, all ballots shall be presented to the President of the Senate. If disapproval is the general consensus of the constituents, as determined by a simple majority vote, the President of the Senate shall then discuss this tally with the senator and at that time shall decide the appropriate action deemed necessary.

Section 6. Any student who is in good standing academically (as defined by the Dean's office as regards to grades only) and socially shall be eligible to be a senator, with the further stipulation that he has attended the mandatory Senate workshop that will be held after district nominations.

Section 7. The Legislative Chairman of the Student Association shall be President of the Senate, official spokesman of the Senate within the Executive Cabinet, and responsible for the preparation and execution of both the optional and mandatory senatorial workshops. As President of the Senate, he shall call and preside over all meetings of the Senate and shall have no vote unless the vote be equally divided.

Section 8. At the beginning of the academic year, the Senate shall elect from its body, a senator who shall act as President of the Senate in the event of the absence of the Legislative Chairman.

Section 9. Two-thirds of the Senate shall constitute a quorum to do business. Any student may make a proposal to the Senate which will be immediately mandated to the appropriate committee, to be researched. The committee's findings on the mandated proposal will be presented to the Senate at the stipulated date. After final review by the Senate, the approved proposal shall be presented to the Executive Cabinet by the Legislative Chairman. The proposal may be approved by the Executive Cabinet, or if vetoed by the said Cabinet, shall return to the Senate where a two-thirds vote of the Senate shall override the Executive Cabinet veto.

Section 10. All powers of investigation and formal proposal shall be vested in the standing and temporary committees of the Senate for the efficient performance of its duties. The standing committees of the Senate and their duties are as follows:

1. Rules and Procedures Committee
 - a. to handle all campus-wide elections as well as smaller group elections,
 - b. to review all proposed Constitutional amendments,
 - c. to be responsible for revision of the Student Handbook.
2. Student Organizations and Procedures Committee
 - a. to be responsible for the nominations to the Executive Chair-

- man of all student members to all Student-Faculty committees.
- b. to form sub-committees as necessary to study any changes in structure or procedure of the Student Association.
- 3. Special Projects and Events Committee
 - a. to bring concerts, speakers, and films of varying interests to the campus,
 - b. to organize special service events on campus,
 - c. to organize special campus events and to study the possibility of improvements where deemed necessary,
 - d. to be responsible for informing the student body of events in the state and the community.
- 4. Publicity Committee
 - a. to publicize any and all campus-wide events of the Student Association.
- 5. Finance Committee
 - a. to draw up the annual Senate Budget to be presented to the Legislative Chairman,
 - b. to administer those funds allocated to the Senate and Senate committees.
- 6. Student Welfare Committee
 - a. to study and report on any aspect of student welfare,
 - b. to study the possibilities of any project that would benefit the student body.

The chairmen of these committees will be elected at large in the campus-wide elections in the second semester of the academic year.

Section 11. The Senate shall have the power:

- 1. to approve or veto committee proposals,
- 2. to suggest changes concerning proposals to the committee,
- 3. to originate policies and proposals, and legislation (in committee),
- 4. to promote cultural affairs and speakers programs,
- 5. to establish elections procedures for all Student Association elections,
- 6. to provide for and maintain campus publicity of Student Association events,
- 7. to promote contact with other colleges and universities on the national state levels, and to promote active communication with the local community,
- 8. to edit the Student Handbook.

Article VII: Judicial Department

Section 1. All judicial powers herein granted shall be vested in the Campus Judicial Chairman, a Campus Judicial Court, and the Joint Council.

Section 2. Before entering office, all members of the Campus Judicial Court and all Residence Hall Chairmen shall take the following oath:

I do hereby solemnly promise to support and maintain the Constitution of the Student Association of Mary Washington College, and pledge my best efforts to the efficient performance of the duties of _____ of this Association to which I have been elected.

Section 3. Each residence hall shall elect one judicial chairman.

Section 4. No student except one who is in good standing academically (as defined by the Dean's office as regards to grades only) and **residentially and one who shall reside on campus during his term of office** shall be eligible to hold the office of residence hall judicial chairman.

Section 5. The residence hall judicial chairman shall hold office for a term composed of two semesters and shall be elected by the hall residents in the spring.

Section 6. The Residence Hall Judicial Chairman shall administer minor residence hall infractions. In matters more serious than those applicable to automatic punishments, the residence hall judicial chairman shall refer cases to the Campus Judicial Court for hearing. The Campus Judicial Chairman acts as chairman of that body.

Section 7. As a matter of right, any student brought before the Campus Judicial Court may appeal a decision of the body to the Joint Council.

Section 8. The Joint Council shall conduct a plenary hearing on all student appeals. The Joint Council shall be composed of one representative from each class, selected from the Campus Judicial Court. The Campus Judicial Court should be composed of eight representatives, two from each of the four classes.

Section 9. Of the eight members of the Campus Judicial Court, two shall be elected from each of the four classes. Along with the Campus Judicial Chairman, the representatives from the sophomore, junior and senior classes shall be elected in the spring. Freshmen shall be elected in the fall.

Section 10. Members of the Campus Judicial Court shall hold office for a term of one year, beginning during the second semester and continuing until their successors are duly installed. No student except one who is in good standing academically (as defined by the Dean's office in regards to grades only) and residentially, and who shall reside on Campus during his term of office shall be eligible to serve on the Campus Judicial Court.

Section 11. The Campus Judicial Chairman shall serve as chairman of the Campus Judicial Court.

Section 12. The members of the Campus Judicial Court shall establish guidelines for judicial procedures and policies to be followed by the residence hall judicial chairmen, conduct training sessions for the residence hall judicial chairmen, and serve on Joint Council when needed.

Section 13. The joint council shall be composed of four members of the Campus Judicial Court and three faculty members, appointed by the President. The Campus Judicial Chairman shall serve as a non-voting presiding officer of Joint Council.

Section 14. The joint council shall hear and decide cases which might result in suspension or expulsion, and cases of extreme complexity. A decision of the joint council shall be submitted to the President of the College in the form of a recommendation.

Section 15. Open hearing will be held at the request of the accused

Article VIII: Residential

Section 1. Each residence hall other than a freshman residence hall shall elect a President and a House Council. The House Council shall include a Hall President, a Vice-President, a Judicial Chairman, elected Senators, a Social Chairman, a Secretary/Treasurer and an Elections Chairman. The Secretary/Treasurer shall also serve on a Senate Committee and the Social Chairman shall serve as a residence representative to the Special Projects and Events Committee Chairman. The Residence Hall Elections Chairman shall serve as a member to the Senate Rules and Procedures Committee.

Section 2. The office of Freshman Hall President is open to any rising sophomore, junior, or senior who is in good standing academically (as defined¹ by the Dean's office as regards to grades only) and socially. The Freshman Hall President shall be selected by the members of Residential Council (see Section 8) during the second semester.

Section 3. Any student who is a rising sophomore, junior, or senior in good standing academically (as defined by the Dean's office as regards to grades only) and socially, and who shall reside on campus during his term of office shall be eligible to run for the office of upper class residence hall President. Other residence hall officers must also be in good standing academically (as defined by the Dean's office as regards to grades only) and socially.

Section 4. The upper class residence hall president, judicial chairman, Residence Hall Honor Contact and Elections Chairman shall be elected in the spring after room assignments for the following session have been

made. A freshman hall president shall appoint a judicial chairman to act in this capacity until a judicial chairman can be elected in the fall by the residents.

Section 5. In all residence halls, the Vice President, Secretary/Treasurer, floor representatives, and committee chairmen shall be elected in the fall by the residents.

Section 6. The residence hall President shall be assisted by a residence hall Vice-President who shall assume the duties of the President in his absence, during his incapacity or request. The residence hall Vice President shall also be responsible for the organization of the hall's desk duty program. The hall Secretary/Treasurer shall keep minutes of all hall and house council meetings; shall maintain the hall's correspondence; take minutes for the residence hall judicial committee; and shall keep records of the hall's finances and shall report them to the hall President.

Section 7. The residence hall President shall call and preside over hall meetings and house council. He shall serve on a campus residential council to be composed of all the residence hall Presidents.

Section 8. Each residence hall President shall be a member of the campus residential council. The residential council shall work with the Office of the Dean of Students to co-ordinate the residential programs, and it shall formulate guidelines to be followed by the halls in making hall regulations.

Article IX: Amendments

An amendment to this constitution may be proposed by the executive cabinet or the senate, or upon petition of ten percent of the student body to the senate. A proposed amendment shall be conspicuously posted on the Student Association and residence hall bulletin boards for at least one week and shall be published in at least one issue of a campus-wide news medium. The senate shall then consider the proposed amendment in an open meeting of the Senate in which all students shall be invited to participate. A quorum shall be present when an amendment is considered. An affirmative vote of two-thirds of the senators present shall ratify an amendment. The amendment shall become effective immediately.

Amendment I. Recall

Section 1. Any student official may be recalled by his constituency if he has failed to perform efficiently the duties of, or uphold the standards of the office.

Section 2. The following recall procedure shall be utilized unless it is contradictory to the means of recall as set forth in the constitution of the particular group considering the question.

Section 3. Upon petition of twenty percent of the electorate for said office, the question of recall shall be considered. A quorum of the electorate must vote in favor of recall in order for the motion to be carried and a student official to be recalled by his constituency.

Amendment II. Repeal and Referendum

The student body has the right to call for a referendum on any issue within its jurisdiction and to repeal any piece of legislation which has been passed by the Senate. A petition of ten percent of the Student Association will call for the question.

CAMPAIGN RULES

1. All candidates must be in good academic standing (as defined by the Dean's office as regards to grades only) and in good social standing.
2. There will be no campaigning over the public address system.
3. A limit of \$25 is hereby established on campaign expenditures. This amount includes any donations made to the campaign. A typewritten, itemized account of campaign expenditures and donations should be submitted to the Senate Rules and Procedures Committee no later than one week after the final voting.
4. There is a limit of 25 pieces of campaign material which may be posted on campus or in buildings. (Example: a 3" x 5" card by a telephone is considered on the order of campaign material.
5. All campaign material attached to fronts of buildings must be of oil cloth or other suitable fabric and must be strung or wired to the building.
6. Buttons (any campaign material worn on the person) will be unlimited in number.
7. No fliers (printed material distributed to individual rooms) are permitted.
8. Each candidate must submit a typewritten qualification/platform sheet to the Rules and Procedures Committee Chairman. This is in lieu of fliers. It will be copied and distributed to be posted in Ann Carter Lee foyer, Day Students Lounge, and all residence halls. The cost of this service to the candidate is \$1, which should accompany the qualifications/platform sheet. If the \$1 is not received, then the only place where your sheet will appear will be Ann Carter Lee foyer. The sheet must include NAME, OFFICE SEEKING, AGE, AND MAJOR FIELD OF STUDY. A picture may be attached. The sheet is limited to one side of a legal page and will be distributed to the residence halls.

9. These qualifications/platform sheets do not lower the above-mentioned figure of "25 pieces of campaign material."
10. Loitering or campaigning in the building where the election will take place on the day of final voting will not be tolerated.
11. The Post Office is off limits for campaign material.
12. If the above-mentioned rules are not followed, the candidate will be disqualified.
13. All posters must be taken down by the Friday after elections.
14. Any deliberate attempt by a candidate or his followers to disqualify another candidate will result in the disqualification of the first mentioned candidate.
15. Exceptions to any of the above rules for any election must be cleared by the chairman of the Rules and Procedures Committee.
16. If any election is to be contested, a formal complaint must be made to the chairman of the Rules and Procedures Committee within 24 hours after the election.

Residential Council

The Residential Council is directly concerned with all matters pertinent to the residential life of the students. This Council works with the Office of the Dean of Students to coordinate the residential programs.

Each Residence Hall President is a member of the campus Residential Council. The Residential Council is responsible to the Executive Cabinet of the Student Association.

RESIDENCE HALL OFFICERS

Ball

President Brenda Goodman (X-436)**
Honor Contact Kathy Allen

Brent

President Deborah Hoertel (X-487)*
Judicial Chairman Frederica Gibson
Honor Contact Sandy Nelson

Bushnell

President Martha Corbin (X-452)*
Judicial Chairman Beth Schryver
Honor Contact Pat Cody

Custis

President Marianne Setzer (X-450)**
Honor Contact. Joanne Pinneon

Framar

President Zoila Cruz (X-438)*
Judicial Chairman Mary Lynn Booker
Honor Contact Jo Anne Goodman

Jefferson

President Marcia Howell (X-512)*
Judicial Chairman Sandy McLoughlin
Honor Contact. Hope Rudinger

Madison

President Ron Napier (X-460)**
Honor Contact Erskine Moss

Marshall

President Betsy McNiel (X-491)*
Judicial Chairman elected in fall
Honor Contact. elected in fall

Marye

President Linda Roland (X-480)*
Judicial Chairman. Jayne Catullo
Honor Contact Cynthia Lloyd

Mason

President Carol Ekern (X-464)*
Judicial Chairman Paula Hollinger
Honor Contact Lisa Cheadle

Randolph

President Margo Clifford (X-483)*
Judicial Chairman Lindsey Williams
Honor Contact Cathy Cone

Russell

President Bobbi Emrey (X-462)*
Judicial Chairman Patti Cheadle
Honor Contact Harriet Condrey

Tri-Unit

President Jan Tierney (X-413)*
Judicial Chairman Maureen Argo

Virginia

President Peg McIntyre (X-439)*
Judicial Chairman elected in fall
Honor Contact elected in fall

Westmoreland

President Eva Graham (X-465)*
Judicial Chairman Sara Robinson
Honor Contact Stephi Ebbels

Willard

President Susan Sendlein (X-425)*
Judicial Chairman elected in fall
Honor Contact elected in fall

Residential Council Chairman Eva Graham

* Each Hall President is a member of Residential Council.

* * Vice President

CLASS COUNCIL

The Class Council is the coordinating body of all class activity. It is composed of the four major class officers (President, Vice President, Secretary-Treasurer, and Publicity Chairman) of each of the four classes. Class Council is a separate entity with no connection with the Student Association. Its function is that of a body solely concerned with social activities on campus, and its goal is the promotion of more and better social activities. It is structured so that more people can be involved in Class Council activities and provide an atmosphere of a real community through the classes working closely together. The following is a detailed analysis of the structure of Class Council.

- I. Each class shall elect four officers (President, Vice President, Secretary-Treasurer and Publicity Chairman). These officers represent the class at Class Council meetings and act as a liaison between the class and Class Council. These four officers are voting members of Class Council. The Senior Class also elects a Senior Alumni Representative who is not a member of Class Council. It is strongly suggested that each class have an inter-dorm council. The purpose of inter-dorm council is to involve as many people as possible to facilitate communication between officers and class, to provide a body from which the officers can draw people to act as chairmen and committee members for Class Council events, and to preserve the individual class identity.
- II. The budgets of all four classes are consolidated. This provides one single treasury from which Class Council finances all activities. It is suggested that Class Council strive to add \$1500 to the treasury during one school year.
- III. The four officers from each class are the voting members of Class Council. The officers of Class Council are as follows:

A. The Chairman of Class Council will be elected from the members of Class Council by the members themselves. He may not hold any other elected office within Class Council. The Chairman serves as a liaison between the administration and Class Council and presides over all Class Council meetings.

B. The Vice Presidents of each class will act as committee chairmen for various activities of the Council throughout the year.

C. The Secretary of Class Council is elected from Class Council members. He keeps minutes of all meetings and handles all correspondence for Class Council. An accurate account of all Class Council activities will be published in the school newspaper as often as the Council deems necessary.

D. The Finance Committee of Class Council is composed of the Secretary/Treasurer from each class. (The chairman of this committee will be elected from the Secretary/Treasurers by members of Class Council. The chairman keeps an accurate record of all financial transactions and presides over all Finance Committee meetings.) The function of the committee is to review all requests for allocations and also to set up a budget for Class Council.

IV. Class Council meetings are held regularly, and it is the prerogative of the Class Council members to decide how often meetings are necessary.

V. One member of the faculty is to be chosen by members of Class Council to act as sponsor.

Class Council

Class of '75

President Mary Byrnes (X-438)
Vice President. Carolyn Crostic

Secretary/Treasurer Lynn Eastwood
Publicity Chairman Pat Powers
Honor Representatives Gail Adamson
Karen Lebo

Class of '76

President Bibi Mejia (X-442)
Vice President Jane Reese
Secretary/Treasurer Patti Finamore
Publicity Chairman Susan Fassnacht
Honor Representatives. Susan Still
Marti Taylor

Class of '77

President Manon Moynihan (X-491)
Vice President Regina Kelly
Secretary/Treasurer Charlotte Adams
Publicity Chairman Ellen Robertson
Honor Representatives Beth Craig
Paula Hollinger

Class of '78

Officers To be elected

RESIDENCE HALL COUNSELORS

Russell

Diane Pearson X-416

Bushnell

Linda Waddington X-421

Randolph

Janis Biermann X-483

Mason

Barbara Bockhurst X-433

Gerri Sahnaw X-433

Madison

Rennie Archibald X-460

Marshall

Laura Raup X-482

Susan Moore X-482

Kathy Dickson X-491

Susie Richardson X-459

Linda Bennett X-479

Virginia

Linda Spagnolo X-418

Susan McCahey X-496

Susan Grimes X-427

Marti Taylor X-427

Judy Sledge X-488

Jody Nutter X-496

Carolyn Roberts X-488

Kathleen Anderson X-441

Willard

Mary Catherine Carroll X-440

Sue Smith X-440

Madelin Jones X-425

Rebecca Adams X-412

Deborah Schutte X-412

Catherine Angus X-477

Elizabeth Gupton X-477

Sharon Reel X-412

Terri Hancock X-404

Head Counselor

Nicola Hutton X-436

THE HONOR SYSTEM

Letter From the Honor Council President

Dear Fellow Students,

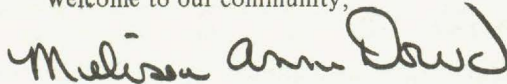
Several phrases and words are traditionally used to describe the Honor System here at Mary Washington.

"Freedom, trust, respect, a spirit rather than a code"

Perhaps the most appropriate term that has been used and will continue to be used is "a way of life". The Honor System is truly a complete way of life. The basic tenets of the System are found in the Constitution which lays the foundation for the system. From this framework, one soon finds that the whole idea of the system involves much more than what is found in the Constitution. Here at Mary Washington, each student has the right to expect honorable conduct from his fellow students. What one must realize is that this same conduct is expected of one anywhere else, and not particularly on a college campus. Therefore, the Honor System is not a new idea. It perpetuates itself and thusly, remains a viable system.

"Freedom, trust and respect" are the rewards of the continuation of the system. But above all, the Honor System at Mary Washington is a way of life to be guarded and treasured.

Welcome to our community,



Melissa Ann Dowd
President, Honor Council
1974-75

THE HONOR COUNCIL

President	Melissa Dowd
Senior Representatives	Gail Adamson
	Karen Lebo
Junior Representatives	Susan Still
	Marti Taylor
Sophomore Representatives	Beth Craig
	Paula Hollinger
Freshman Representatives	to be elected
Advisors	Mrs. Margaret Hofmann
	Mr. James B. Gouger

HONOR COUNSELORS

Noreen Applin
Carrie Bell
Nina Biggar
Mary Carroll
Debra Daniels
Cilla Davis
Lynn Gambino
Pat Ladd
Pat Loudis
Deborah Myers
Suzanne Prince
Sue Smith
Janice Tucker
Nancy Thornton
Barbara Watson
Carol Yancey
Diane Hickman

Nicola Hutton
Ebbie Koster
Nancy Zech
Betty Anne Gupton
Sue Walker
Skippy Strickland
Phyllis Quinn
Susan Fassnacht
Jane Reese
Miff Bigley
Lesa Scott
Kathleen Gwyer
Debra Smith
Nancy Stewart
Janet Ogden
Susan Robinson
Brenda Chewning

Susan Sendlein

HONOR CODE

Registration as a student in the College is not complete until the Honor Pledge card has been signed. No grades or credits will be released unless this Pledge is on file.

HONOR PLEDGE

I, as a student and citizen of Mary Washington College, do hereby resolve to uphold the honor of the College by refraining from giving or receiving academic material in a manner not authorized by the instructor; from the illegal appropriation of the property of others; and from the deliberate falsification of facts. I shall do all in my power at all times to create a spirit of honesty and honor for its own sake both by upholding the Honor System myself and by helping others to do so. I understand the Honor System and realize that a plea of ignorance will not be accepted by the Honor Council.

HONOR CONSTITUTION

Preamble:

The Honor System is the mature and deeply cherished moral code of personal integrity at Mary Washington College. It belongs to the students, who derive their authority and responsibility to create and maintain an Honor System from the Board of Visitors. Because students are responsible for deciding when a breach of honor has been committed, the enforcement of the Honor System is in their hands.

Each student as a member of the student body at Mary Washington has the responsibility, not only for familiarizing himself with the provisions of the Honor Code upon which the student body has agreed, but also for developing within himself the highest and strongest personal honor code possible. Each student must realize that by accepting admission to Mary Washington, he has acknowledged his commitment to the provisions of the Honor Code. When he signs the Honor Pledge card, he is committing himself to support the Honor System. He is stating that he understands it and realizes that a plea of ignorance is not acceptable. Matriculation as a student in the College is not complete until the Honor Pledge card has been signed. No grades or credits will be released unless the pledge is on file.

Article I: Organization of the Honor Council

Section 1. The Honor Council is only a judicial body designed to try specific cases brought to it by any member of the College community regarding possible violations of the Honor Code. It has no responsibility for discovering guilt before an accusation has been made. The Honor Council shall consist of a President and eight class representatives. The President shall be elected by the student body by secret ballot on the basis of a simple majority of the votes cast. The eight Honor Council Representatives, two elected respectively from each of the four classes by a simple majority of the votes cast, will comprise the voting members of the Honor Council.

Section 2. The Honor Council President must be in good academic and social standing. His term of office will begin in the spring of the year in which he was elected, continuing until his successor is duly installed or until he is re-installed in the event that he is re-elected. The duties of the Honor Council President are as follows:

- A. To counsel privately all students as the need may arise;
- B. To call and act as chairman of the Honor Council as a non-voting member during a trial.
- C. To call and preside over all meetings of the Honor Council other than trials as a voting member;
- D. To be the official spokesman for the student body on matters concerning the Mary Washington College Honor System;
- E. To keep accurate records of Honor Pledge cards;

F. To properly counsel an accused party of his legal rights (outlined in Article III, Section 1, part C) in the event of an honor trial.

Section 3. An Honor Council Representative must be in good academic and social standing and be a rising member of his respective class. The Honor Council Representatives shall take office in the spring of the year in which they are elected, but will not assume their duties until the day after graduation that same year. If any Council member should resign or be unable to discharge his duties, his office shall be filled by an election in his respective class as soon as possible. Honor Council Representatives do hold the option to rerun for office. The duties of each Honor Council Representatives are as follows:

A. To promote an understanding of the Mary Washington Honor System;

B. To serve during trials as a voting member of the Council;

C. To interpret the Constitution as elected representatives of the student body.

D. To return to school at his own expense during the school year for an honor trial. If there is a need for him to return for an honor trial during the summer or school holidays, he shall be reimbursed for travel expenses by the Honor Council;

E. To participate in Leadership Conference and all orientation sessions in any capacity needed;

F. To assist with any clerical work required of the Honor Council.

Section 4. One Honor Council Representative will be elected by the Council to assume the responsibility of the Vice President. He may preside over all meetings of the Honor Council in the absence of the Honor Council President, as well as assume all other duties of the President which may be required with the exception of the chairmanship of an honor trial. In the absence of the elected President in the latter event, a trial must be either postponed until the Honor Council President can preside, or if the trial must proceed and the President will be unable to carry out his duties for an extended period of time, then he must resign. A new election for an Honor Council President shall be arranged by the Vice President in cooperation with the Student Association Elections Committee. The Vice President shall also be responsible for accurate records of expenditures of the Honor Council budget funds.

Section 5. The Honor Contact within each residence hall shall be elected in the spring in conjunction with residence Presidents. The Honor Contact for the nonresidential students shall be elected in the spring in conjunction with the election of the officers of the Day Students' Club. He shall assume his duties the following September. In freshman residence halls the Honor Contacts shall be elected in September along with other permanent residence hall officials. The responsibilities of the Residence Hall Honor Contact are:

A. To attend training sessions after being elected; the training sessions are to be given by the Honor Council;

B. As the official representative of the Honor Council within the residence hall, he shall be responsible for relaying to the residents information referred to him by the Honor Council;

C. To encourage hall residents to report immediately any incidents of lost or stolen objects and to accumulate and record all facts reported to him about any possible honor violation occurring in the residence hall, and refer this information to the Honor Council President.

The responsibilities of the Day Student Honor Contact are:

A. To attend training sessions after being elected; the training sessions are to be given by the Honor Council;

B. As the official representative of the Honor Council among the nonresidential students, he shall be responsible for relaying to the nonresidential students information referred to him by the Honor Council;

C. To keep a record of items lost or reported stolen and to encourage nonresidential students to report any incidents of lost or stolen objects immediately whenever they are within the jurisdiction of the Honor Council.

Section 6. There will be two faculty advisers selected by the Honor Council, at least one of whom shall be present at each trial, but shall have no vote. The Honor Council may seek the advice and assistance of legal counsel.

Article II: Provisions of the Honor System

Section 1. The provisions of the Honor System are as follows: The Honor System requires that a student govern his own conduct in an honorable way at all times in his dealings with a member of the academic community. The violations of the Honor System are lying, stealing, or cheating.

A. Lying — A deliberate and official misrepresentation of the truth while on one's word of honor.

B. Cheating — An intentional distortion of representing someone else's work as being one's own or reproducing one's own work without authorization to do so.

1. Copying involves the use of (a) one's own material (b) another's material (c) crib notes (d) textbook (e) class notes during an examination without authorization to do so. Note: Crib notes refer to notes brought into class for illicit use during an examination.

2. Collaboration — working with another person or persons in the execution of a test, report, paper, or laboratory work (unless authorized to do so). Except where joint effort is permitted.

ed or special regulations are made by the instructor, all work for which credit is sought must be performed by the individual student.

3. Plagiarism — consists of copying or imitating the language, ideas and thoughts of another author and presenting this material as one's original works.

a. Common knowledge — consists of facts or opinions commonly known to authorities in a particular field of study. (Rule of thumb: Facts or opinions which can be found in four or more existing sources are generally considered common knowledge; opinions or general facts which are common to at least four sources used for a paper do not usually require footnotes unless directly quoted.)

b. Paraphrasing — consists of complete rewording, using one's own sentence structure. Any paraphrased facts or ideas that are not common knowledge must also be footnoted.

c. Quoted matter — when the writer borrows what belongs to another he must indicate the source by internal reference or footnote. The writer must enclose another's words, phrases or ideas in direct quotations. All direct quotations of more than three consecutive, significant words (this is only a rule of thumb) should be indicated by quotation marks. All direct quotations of more than five lines should be indented. It is the student's responsibility to use Seeber's *A Style Manual for Students* as a guide for making footnotes and bibliography unless otherwise instructed by the professor.

IT IS THE STUDENT'S RESPONSIBILITY TO FIND OUT ALL THE REQUIREMENTS OF ANY COURSE FROM THE PROFESSOR. IF A STUDENT IS IN DOUBT CONCERNING PARAPHRASING AND COMMON KNOWLEDGE, HE SHOULD CONSULT THE PROFESSOR FOR INSTRUCTIONS.

4. Divulging information — revealing or disclosing information known from a previous test to someone who has yet to take the same examination.

Note: In assignments, the Honor Code is operable.

a. It is the obligation of the professor to explain the conditions under which the work assigned is to be completed, and

b. It is the obligation of the student to understand and accept these conditions.

A student must write out and sign his name to the following pledge on quizzes, examinations, and other important written work: "I hereby declare upon my word of honor that I have neither given nor received help on this work." This pledge means that the work which the student hands in to his professor is his own, which he himself has done in accordance with the requirements of the course as presented by the professor.

C. Stealing – taking another person's property without his authority or consent.

1. Forgery – Falsely and fraudulently making or altering a writing or instrument which if genuine would be of some legal effect upon the rights of others.

a. Falsification and misuse of the student identification card. Falsification consists of intentionally writing false information on the identification card. Misuse involves the use of another's identification card.

b. Duplication is fraudulently making or having made an official College key without authorization to do so (e.g. building, residence hall, closet, bathroom, files, etc.)

Section 2. If a student has reason to believe that a violation of the Honor Code has been committed, he should feel obligated to investigate the matter, and if he finds evidence of guilt, he shall personally confront the suspected student, bearing in mind that any person is innocent until proven guilty.

Section 3. As elected representatives of the student body, the Honor Council upon hearing all evidence pertaining to a case, shall (a) weigh the evidence (b) vote upon a verdict of innocence or guilt (c) and in the case of guilt, then determine a penalty to be imposed. Whenever a violation of the Honor Code is proved, the Honor Council will decide upon one of the following:

A. No dismissal

B. Dismiss the student for a semester or a definite length of time.

After such time, he must reapply to the College through the Admissions Office.

C. Absolute dismissal

The Honor Council will not take into consideration a previous offense in determining innocence or guilt in a trial. However, the Honor Council may take into consideration a previous verdict of guilty in determining the penalty to be imposed in this trial. All guilty verdicts are recorded on the student's transcript. There will be a public statement at the end of each semester (in the case of guilt) regarding the type of case and the penalty imposed.

Each case will be considered individually. The Honor Council, in order to retain some flexibility, will impose one of the above penalties according to the circumstances surrounding individual cases;

Decisions are within the judgment of each Council and are not binding on any future Council or case.

Article III: Procedures

Section 1. Investigation

A. The basic principle governing the Honor System is that any person is innocent until proven guilty. It is important that every

student exercise the greatest care to keep himself free from the suspicion of a violation of the Honor Code. A student who places himself in suspicious circumstances is endangering both himself and the Honor System. Any student at any time should feel obligated to investigate possible violation of the Honor Code. A student shall, with the assistance of such persons as he may have reason to call upon, investigate the matter as secretly and speedily as possible.

B. If, after the investigation, the student or students are satisfied that the suspected student is not guilty of an honor violation, there shall be no further proceedings, and nothing connected with the case will be made public. If, however, the student believes the suspected person guilty of a violation of the Honor Code, he shall approach that person with a request for an explanation of his conduct. If the former party is satisfied by the latter's explanation, there shall be no further proceedings. If, however, after hearing the explanation of the one under suspicion, or if he should refuse to make an explanation and the investigator is convinced of his guilt, he shall formally accuse him of the offense and immediately notify the Honor Council President.

C. The Honor Council President shall formally notify the accused of the charge against him and advise him of his rights:

1. The accused upon formal accusation shall forthwith withdraw from the College or stand trial as set forth in Section D.

2. The accuser must give written notice of accusation to the accused at least 12 hours before the trial takes place.

3. The accused may engage someone to advise and act as defense counsel. This person may be present during the taking of testimony at the trial, but may not directly represent the accused who must himself answer all questions directed to him. The accused may ask anyone whom he desires to speak in his behalf. The Honor Council, however, cannot take character into consideration during the trial.

4. The accused may request an open trial.

- a. As many people as can safely sit in the area in which the trial is to be held, may attend the trial upon the request of the accused.

- b. Those persons present during the trial are to keep facts of the case secret for the benefit of the parties involved directly. No notes may be taken during the trial and no information relating to the case may be given or printed unless requested by the accused, regardless of whether the verdict is innocent or guilty. Names of the accusers shall be deleted at the request of the accusers.

5. The accused and the accuser should be present when all testimony is given.

6. The accused may question the accusers and any witnesses after their testimony has been given.

7. If the verdict is guilty, the accused may request a copy of the transcript of the trial. If the verdict is innocent, all notes and the transcript of the trial shall be destroyed immediately.

D. The trial shall take place not less than 3 days nor more than 15 days after the formal notification by the Honor Council President to the accused. The accused may waive the 3 day restriction if he should desire an earlier trial. If the accused does not request a trial to take place within the 3 to 15 day limit and prefers to withdraw from the College, his status shall be the same as though he had been found guilty and dismissed by the Honor Council. On his official transcript, it shall be recorded that the student withdrew from the College under accusation of an honor violation. A student may not drop a charge upon the agreement of the accused to depart from the College. When the accused desires to leave Mary Washington without a trial, both the accused and the accuser must notify the Honor Council President of such action. Following such notification, the Honor Council shall take action to record the facts as they were presented, and the proper administrative offices will be notified to record the change of status and the accusation on the transcript. Whenever the accused must leave the College either before or after a trial, his parents are notified of his dismissal through the Dean of Students' Office and in the presence of the Honor Council President.

Section 2. Trial

A. The Honor Council shall consist of a President and eight voting members, two elected respectively from each of the four classes. A quorum which consists of five elected members of the Honor Council is necessary before a trial can convene, excluding the President. In the event that a quorum cannot be established, the Honor Council President, with the consent of the accused, may either appoint the necessary number for a quorum or have the trial postponed until a quorum exists.

B. If a Council member feels that he cannot hear the case objectively or if the Council feels that a member cannot judge without bias, then so said Representative will disqualify himself or be disqualified by the Council from the trial by a two-thirds vote of the presiding members.

C. The trial shall be called to order by the Honor Council President. The accuser shall then relate to the Council the events leading up to the actual confrontation of the accused party. Individually, witnesses for the accuser are then asked to testify. The Council may ask points of clarification following this testimony. The accused is then asked to relate the facts of his involvement in the case. Each witness for the accused is presented individually to the Honor Council. The Council again may ask questions of the accused and the latter witnesses for clarification. At this point the accused or any other participants in the trial proceedings (e.g. advisory counsel for the accused) may ask questions of the accuser or any witnesses present.

Before the Council deliberates, the President calls for any further comments or questions from any person present. During the Council's deliberation, it may recall the accused, the accuser, and any witnesses to question further their testimony. At this time, they may make additional comments.

D. No person shall be found guilty unless the Council determines that the evidence of guilt outweighs the evidence of innocence. The Council shall vote by secret ballot. There shall be no abstaining vote. A verdict of guilty, unless unanimous, may be upon but one dissenting vote. If, upon due deliberation and votes taken, the Council cannot agree unanimously or with a single dissenting vote, the accused shall be acquitted.

E. Minutes of the trial shall be kept by either an employed stenographer or tape recorder, or both. These minutes shall be in the custody of the Honor Council, and it shall be their duty to see that they are properly stored for safekeeping. In the case of an innocent verdict, the minutes of the trial shall be immediately destroyed. In the event of a guilty verdict, the minutes are typed and kept on file by the Honor Council President. The transcript of the trial shall only be open to inspection by any person who may satisfy the Honor Council of his legitimate interest in the case. No notes or memoranda shall be permitted to be made from the transcript. During the inspection of these minutes, there shall be present at least two Council members.

F. A case resulting in a verdict of guilty may be reopened only upon the offering of new evidence bearing directly upon the question of guilt or upon mistrial due to improper due process. Any person seeking to reopen a case shall appear before the Honor Council and state the nature of the evidence. The Council shall then consider whether the evidence is sufficiently relevant to warrant a retrial. If a case is reopened, it is to be entirely retried.

G. An accused who has been found guilty of an honor offense by the Honor Council may, within five days after notice of the decision of the Honor Council, request the President of the College to review the decision of the Honor Council on any one or combination of the following points:

1. Whether the evidence is sufficient to support the finding of guilt.
2. Whether the Honor Council denied the accused procedural due process.
3. Whether the penalty was too harsh for the offense committed.

In his request, the student shall set forth all his objections to the action of the Honor Council. Immediately upon receipt of such request, the President shall notify the President of the Honor Council who shall, as soon as possible thereafter, supply the President with the transcript of the Honor Council hearing. The President shall limit his review solely to the transcript of the Honor Council hearing and

shall notify the accused of the results of his review within five days after receiving the transcript of the Honor Council hearing. If after such review the President agrees with the decision of the Honor Council, such decision shall stand and be final. If the President believes that the contentions of the student have merit, he shall remand the case with his comments to the Honor Council for such further proceedings as it deems appropriate.

H. It shall be within the discretion of the Honor Council with regard to the accused party to give such publicity of the facts of a case resulting in guilt as shall be considered advisable.

Article IV: Ratification

Section 1. This Constitution shall go into effect when approved by two-thirds of the Honor Council and a simple majority of votes cast by the student body, and when approved by the Board of Visitors of the College.

Article V: Amendments

An amendment to this Constitution may be proposed by the Honor Council. An affirmative vote of two-thirds of the Honor Council and a simple majority of the votes cast by the student body shall ratify an amendment. The Honor Council retains the power of veto over a student petitioned amendment, however, this veto may be overridden upon a petition of 10 percent of the student body. If passed, the amendment shall go into effect when approved by the Board of Visitors of the College.

Amendment I: Recall

Section 1. Any Honor Representative may be recalled by his class if he has failed to perform efficiently the duties or uphold the standards of the office.

Section 2. The Honor Council President may be recalled by his constituency if he has failed to perform efficiently the duties or uphold the standards of the office.

Section 3. Upon a petition of 20 percent of the class (in the case of the Honor Representative) or the campus (in the case of the President) to the Honor Council, the question of recall shall be considered. A quorum of the Honor Council must vote in favor of recall in order for the motion to be carried. If the recall motion is carried, there will be an election as soon as possible. The Honor Council retains the power of veto over a petition of recall; however, this veto may be overridden upon a petition of 40 percent of the constituency followed by a simple majority of the votes cast by the student body.

Section 4. The recalled member of the Honor Council retains the right to participate in the election.

CLUBS AND ORGANIZATION

INTER-CLUB ASSOCIATION

The Inter-Club Association (ICA) of Mary Washington College is an organization composed of all recognized clubs and honor societies of the College. The presidents of these organizations represent their respective groups at Association meetings held three times a year.

The purpose of ICA is to coordinate an overall program of organizational activities for all members of the organization; to act as an agency for discussion of problems of the organizations; and to enable each student to derive the greatest possible benefit from the extracurricular activities of the College.

The Inter-Club Council, the governing body of ICA, is responsible for providing an Open House for all the clubs, presiding over the honorary tapping ceremonies, admitting new clubs, and evaluating and coordinating club activities. Included on this council are four executive officers: the President, elected by the student body; and Vice President, Secretary, and Treasurer, elected by the Association. Also serving on the Council are elected representatives from each of the seven divisions into which the organizations are grouped: Fine Arts, Language, Miscellaneous, Recreational, Religious, Science and Social Sciences.

Officers

President Yvonne Puryear (X-474)
Vice President Sandra Powell
Secretary/Treasurer Natasha Joski
Adviser Miss Susan J. Hanna

FINE ARTS CLUBS

Council Representative Carol Pappas

Alpha Psi Omega—National Honorary Dramatic Fraternity

President to be elected
Adviser Lloyd J. Mallan

Purpose: to honor students who have done outstanding dramatic work.

Requirements: a B average in their major and an overall C average.

Mary Washington Players

President Barbara O'Brien
Adviser Mr. Roger L. Kenvin

Purpose: to stimulate interest and participation in all phases of the theater.

Requirements: interest in drama.

Mu Phi Epsilon—National Honorary Music Fraternity

President Carol Pappas
Adviser Mrs. Anne Hamer

Purpose: the advancement of music in America, the promotion of musicianship and scholarship, loyalty to Alma Mater, and the development of a true sisterhood.

Requirements: elected to membership on a basis of scholarship, musicianship, character, and personality; B average in music subjects, and an overall C average.

Organ Guild

President Rebecka Reams
Adviser Mrs. Peggy Reinburg

Purpose: to better acquaint members with good organ music suitable for church worship.

Requirements: any student who has or is taking organ or any student interested in good organ church music.

LANGUAGE CLUBS

Council Representative Cindy Snyder

The "C" Society

President to be elected
Adviser Mrs. Laura Sumner

Purpose: to stimulate interest in the language, literature, art and history of ancient Greece and Rome.

Circolo Italiano

President to be selected
Adviser. Mr. Clavio Ascari

Purpose: to promote an opportunity for students of Italian culture to pursue their interests.

Der Deutsche Verein

President Armecia Spivey
Adviser. Mr. John Bruckner

Purpose: to provide greater interest in and understanding of the language and culture of Germany.

Requirements: one or more years of German and an interest in the activities of the club.

El Club Espanol

President Sandra Connor
Advisers Mrs. Joanna Quann, Miss Carmen Rivera

Purpose: to promote interest in the Hispanic culture and peoples and to be of service to the Spanish department.

Requirements: two or more years of high school Spanish or one year of college Spanish.

English Honorary Fraternity

President Zoila Cruz
Adviser to be selected

Purpose: to promote interest in literary achievement.

Requirements: English major, 18 hours of English courses, 3.0 average in English, 2.8 overall average, some experience on a college publication.

Eta Sigma Phi—National Honorary Classics Fraternity

President Kristie Burton

Adviser Mrs. Laura V. Sumner

Purpose: to promote and stimulate interest in, and study of the language, literature, art, and history of ancient Greece and Rome.

Requirements: 12 hours in Classics courses, at least 9 of which must be translation, with a B average.

Le Cercle Francais

President Cynthia Snyder

Adviser Mrs. Lydie S. Mann

Purpose: to stimulate an interest in the French language and culture, and to present an opportunity to hear native speakers.

Requirements: a student must be in intermediate French or above.

Phi Sigma Iota—National Honorary Romance Language Fraternity

President Ann Masten

Adviser Miss Mary Ellen Stephenson

Purpose: to prepare students for graduate school and other positions requiring a knowledge of the Romance languages.

Requirements: juniors with a 3.5 average in Romance languages, and a 3.0 overall average. A student must be planning to continue with a conversational or literature course in

Russian Club

President Sally Mize

Advisers Mr. John Kramer, Mr. Richard Warner
Mr. Joseph Bozicevic

SCIENCE CLUBS

Council Representative Mary Bundy

Chi Beta Phi—National Honorary Scientific Fraternity

President to be elected

Advisers Mr. Bulent Atalay, Mr. Al Lindsey,
Mr. and Mrs. William Pinschmidt

Purpose: to promote interest in science by scientific investigation, lectures by prominent scientists, papers prepared by regular members, and general discussion.

Requirements: a 3.5 average in 20 semester hours of math and science; 3.0 average in all other courses.

Gamma Theta Upsilon—International Honorary Geographical Society

President to be elected

Adviser Mr. James B. Gouger

Purpose: to further professional interest in geography by affording a common organization for those interested in this field and to provide academic experiences other than those of the classroom and laboratory.

Physical Therapy Club

President Susan Elmore

Adviser Miss Anna S. Hoye

Purpose: to orient and promote an intelligent interest in physical therapy and to develop group solidarity among club members.

Pi Nu Chi

President Nina Grindheim

Adviser Miss Judith Crissman

Purpose: to promote interest among nursing students and to create an atmosphere of amity and harmony among future nurses.

Requirements: nursing students.

Pre-Medical Student Association

President Karen Murphy

Adviser Mr. Thomas Johnson

Purpose: to promote and stimulate an interest in the field of medicine.

Psi Chi—National Society in Psychology

President Yvonne Puryear

Adviser Mr. Roy Smith

Purpose: to advance the science of psychology; to encourage, stimulate, and maintain the scholarship of the individual members in all fields, especially in psychology.

Requirements: a B average in psychology courses and at least an overall B average.

SOCIAL SCIENCES CLUBS

Council Representative to be selected

Afro-American Club

President Sandra Powell

Adviser Mr. Bruce Carruthers

Purpose: to provide an atmosphere of study and understanding of Black Culture.

American Civil Liberties Union

President to be elected

Adviser Mrs. Alice Rabson

Purpose: to provide legal information to the College student community.

International Relations Club

President to be selected

Adviser Mr. Victor Fingerhut

Purpose: to further an interest in and a knowledge of past and present international affairs.

Requirements: all students showing an active interest in the purpose of the club.

Omicron Delta Epsilon—National Economics Fraternity

President Mary Bundy

Adviser to be selected

Purpose: to promote greater interest in and understanding of economics.

Requirements: overall 3.0 average; 3.5 average in 12 hours of Economics.

Phi Alpha Theta—National History Honorary Society

President Susan Robinson

Adviser Mr. Benjamin Zimdars

Pi Gamma Mu—National Social Science Honorary Society

President to be elected

Adviser Mr. Benjamin Zimdars

Purpose: to improve scholarship in the social studies; to inspire social service to humanity; and to promote mutual understanding among all peoples.

Requirements: 20 semester hours in social studies; a B average with no failures in any subject.

Sigma Omega Chi—Honorary Society in Sociology

President to be elected

Adviser Mr. Charles Sletten

Purpose: to extend knowledge of sociology and to encourage its practical application toward wholesome personal and social goals.

Requirements: 9 hours in sociology, B average in sociology courses; 2.75 overall average, no failures in preceding semester

Young Democrats

President to be elected

Adviser Mr. Richard Warner

Purpose: to stimulate in the students of Mary Washington College an active interest in governmental affairs and to foster and perpetuate the ideals and principles of the Democratic Party.

Young Republicans

President Cathy Thornhill

Adviser: Mr. Samuel T. Emory

Purpose: to provide an opportunity for students to find political expression and recognition, to carry on a campaign of education in governmental affairs, and to support aggressively a campaign for the nominees and platforms of the Republican Party.

MISCELLANEOUS CLUBS

Council Representative. Kim Ballard

Alpha Phi Sigma—National Honorary Scholastic Fraternity

President Jan Tierney

Adviser Mr. John Kramer

Purpose: to recognize high scholastic achievement.

Requirements: a 3.5 average for two consecutive semesters.

College Ushers

Head Usher Carol Yancey

Adviser Mrs. Ruth Vanier

Day Students Club

President Kathy Bortz

Adviser Mr. Marshall E. Bowen

Purpose: to unify day students with residential students; to keep day students better informed of campus activities; to promote participation, cooperation, and fellowship.

Requirements: nonresidential Mary Washington College students.

International Meditation Society

President to be elected

Adviser. Mr. Robin Gushurst

Mortar Board—Senior Honor Society

(Cap and Gown Chapter)

President Armecia Spivey

Purpose: to honor and encourage achievement, to promote college loyalty, and to maintain a high standard of scholarship and service.

MEMBERS

Janice Anderson

Maryanne Baitis

Roxanne Bresko

Frances Eastwood

Laraine Kelley

Lynne Leopold

Ann Masten

Mary Mahon

Yvonne Puryear

Armelia Spivey

Terry Talbott

Jacqueline Westfall

Rebekah Wright

President Kay Lauterback
Adviser Mrs. Susan Simpson

Purpose: to promote good sportsmanship, cooperation and an interest in riding.

Requirements: the completion of the equivalent amount of hours required for one semester in equitation.

Outing Club

President Tish Jones

Adviser Mr. David MacEwen

Purpose: to encourage interest and fellowship in the out-of-doors and to teach skills of outdoor living and recreational activities, such as camping, square-dancing, skiing, canoeing, climbing, hiking, and conferences.

Karate Club

President Roxanne Bresko

Adviser. Mr. David MacEwen

Power Volleyball Club

President Dale Everton

Adviser. Mr. Bulent Atalay

Terrapin Club

President to be elected

Adviser Miss Miriam Greenberg

Purpose: to promote interest in and to entertain through synchronized swimming.

Requirements: try-outs for swimming strokes and stunts; a good scholastic average.

RELIGIOUS ORGANIZATIONS

Council Representative. Beverly Downey

Baptist Student Union

President Yvonne Puryear

Director Miss Meredith Moore

Purpose: to deepen spiritual life and to train students in Christian leadership by providing a link with the local churches.

Campus Christian Community

President Carol Jones
Adviser Miss Loreeda Jones

Purpose: to bring about a synthesis of many diverse elements and interests in Christian fellowship, to create a deeper awareness of the role of the Christian on campus and in the community; to strengthen its participants in the Christian faith and to provide an outlet for spiritual expression and growth.

Christian Fellowship, Chapter of Inter-Varsity

President to be elected
Adviser Mr. John P. Bruckner

Purpose: to deepen and strengthen the spiritual life of participants through Bible study and prayer, to witness to others about Jesus Christ and help them come to know Him personally, and to promote interest in world evangelism.

Requirements: open to all interested students and faculty. Participants are expected to recognize the purpose of the organization.

Christian Science Organization

President to be elected
Adviser to be selected

Purpose: to provide a spiritual center for those interested students and to promote the understanding of the principles of Christian Science.

Hillel

President to be elected
Adviser Mr. Roy Weinstock

Purpose: to further Jewish education, understanding and culture among Jewish students and faculty. Activities include lectures, discussions, parties, mixers, and brunches held at the College.

Newman Movement

Residential Student Representative Valerie C. Walters
Adviser Father Michael Burch

Purpose: to foster the spiritual, intellectual, and social life of Roman Catholic students.

RECREATION ASSOCIATION

Every student at Mary Washington College is a member of this Association, whose purpose is to promote wholesome and healthful activity, to stimulate an interest in all forms of recreation, to instill a spirit of enjoyment, to create a spirit of good sportsmanship, and to cooperate with other campus organizations in promoting and maintaining the highest standards of College life.

Officers

President	Roxanne Bresko
Vice President	Carolyn Crostic
Secretary/Treasurer	Theresa Hancock
Publicity/Historian	Kathy Kroohs
Chairman of Residence Hall Representatives	to be elected
Day Student Representative	to be elected
Adviser	to be selected

Council

Archery	to be elected
Badminton	Naznin Mawani
Basketball	Karren Mann
Biking	Maryanna Fisher
Flag Football	Jennifer Millard
Jogging	Madelin Jones
Ping Pong	April Tooke
Racketball	Mary Lynn Booker Mary Beth Hatum
Softball	Phyllis Quin
Swimming	Betsy Evans
Tennis	to be elected
Volleyball	Theresa Hancock Suzanne Terrant
Men's Sports Representative	Rick Bouwmans

Devil-Goat

Classes entering in even years are Goats with green and yellow colors; those in odd years are Devils, represented by red and white. Throughout the year there are many Devil-Goat activities—hockey, basketball, swimming, as well as a campus picnic, tug-of-war, and student-faculty activities.

Intramurals

The Recreation Association organizes intramural activities in many sports. Teams are formed within the residence halls, and the competition is most often a round-robin tournament. Intramural teams may be coached by a member of the Honor Team (See below) of that sport. The intramural program includes volleyball, basketball, bridge, tennis, ping-pong, archery, badminton, and softball. Ski trips, judo and tennis clinics, and mixers are also sponsored throughout the year.

A record is kept of how many students of each residence hall participate in the intramural tournaments. The residence hall with the greatest percentage of participation gains possession of the Recreation Association Silver Bowl.

Honor Teams

Recreation Association works in conjunction with the Physical Education Department to sponsor Honor Teams in field hockey, basketball, swimming, fencing, lacrosse and tennis. Everyone is eligible to join these teams. Honor Team members participate in intercollegiate competition with William and Mary, Bridgewater, Westhampton, Longwood, Madison, Lynchburg, Sweetbriar, Virginia Commonwealth, University of Virginia, Goucher, and Hood Colleges. Tournament play often follows the season's schedule. Notices are posted on Ann Carter Lee bulletin boards and in Goolrick gym.

PUBLICATIONS

The Battlefield

Editor Lina Scott
Adviser Mr. Daniel Dervin

The College yearbook, *The Battlefield*, captures in words and pictures the student year. A student publication, it contains pictures of the administration, faculty, and students as well as of all the clubs and other activities which make up student life.

The Bullet

Editor Joan McAllister
Adviser Mr. Charles S. Rowe

The Bullet, the campus newspaper, is published weekly. Pictures and articles about recent events and important upcoming events, editorials and letters to the editor on controversial subjects of current interest to the student are featured.

Aubade

Editor Catherine Davis
Advisers Mr. John L. Lamph

Aubade, published two times a year, is the campus literary and arts magazine produced to publicize the literary and artistic talents of students and to encourage such work. It contains short stories, plays, poems, and graphics by Mary Washington students and faculty.

Board of Publications

The Board of Publications serves in the role of publisher for all student publications drawing support from student activities fees at Mary Washington College. In this capacity it recommends financial support from student activity funds for the maintenance of these publications, and while it guarantees editorial freedom for the student publications to main-

tain their integrity of purpose as vehicles for free inquiry and free expression, it also ascertains that each publication is complying with its own general statement of policy. Grievances against any of the publication may be brought to the Board.

MEMBERS

Edward V. Allison	John L. Lamph
Karen Lebo	Lina Scott
Barbara B. Powell	Joan McAllister
Charles S. Rowe	Terry Talbott
Alexander K. Tyree	Catherine Davis
Daniel A. Dervin	

PLACES OF WORSHIP IN FREDERICKSBURG

Baptist

Fairview Baptist Church (Worship, 11:00 a.m., 7:30 p.m.)

Charlotte and Littlepage Streets 373-8377

Rev. James W. Lippincott, Pastor. 373-8146

Fredericksburg Baptist Church (Worship, 11:00 a.m.,
7:30 p.m.)

1019 Princess Anne Street 373-4402

Rev. J. Howard Cates, Pastor 373-8874

Mount Zion Baptist Church (Worship, 11:00 a.m.)

309 Wolfe Street 371-2878

Rev. J. O. McMorris, Pastor

Northside Baptist Church (Worship, 11:00 a.m.)

445 Woodford Street. 371-4255

Rev. William Price, Pastor. 373-1712

Shiloh Old Site Baptist Church (Worship, 11:00 a.m.)
801 Sophia Street 373-8701
Rev. Lawrence A. Davies, Pastor 373-6226

Episcopal

St. George's Epixcopal Church (Service, 8:00 a.m.,
10:15 a.m.)
Princess Anne and George Streets 373-4133
Rev. Thomas G. Faulkner, Jr., Rector . . 373-3563

Trinity Episcopal Church (Service, 8:30 a.m., 10:00 a.m.)
825 College Avenue 373-2996
Rev. Robert J. Boyd, Jr., Rector 371-1374

Jewish

Beth Sholom Temple (Friday Sabbath service, 8:30 p.m.)
515 Charlotte Street 373-4834
Rabbi Robert Klensen

Lutheran

Christ Lutheran Church (Service, 11:00 a.m.)
1300 Augustine Avenue 373-5087

Methodist

Fredericksburg Methodist Church (Worship, 9:00 a.m.,
11:00 a.m.)
308 Hanover Street 373-9021
Rev. Max W. Wicker, Pastor 373-6792

Hillcrest United Methodist Church (Worship, 11:00 a.m.)
2208 Lafayette Boulevard 373-3822
Rev. William B. Epps, Pastor

St. Mathias Methodist Church (Worship, 11:00 a.m.)
1700 Deacon Road 373-8759
Rev. George G. Henley, Pastor 373-3787

Pentacostal

Fredericksburg Pentecostal Church (Worship, 9:00 a.m.,
7:00 p.m.)
706 Prince Edward Street 373-3324
Rev. Charles N. Andrews, Sr., Pastor

Presbyterian

Fredericksburg Presbyterian Church (Worship, 11:00 a.m.)
304 George Street 373-7057
Rev. Douglas C. Chase, Pastor 371-6231

Roman Catholic

St. Mary's Roman Catholic Church (Saturday Mass,
7:00 p.m.; Sunday Masses, 7:30 a.m.,
8:45 a.m., 10:15 a.m., 11:30 a.m.)
1300 William Street. 373-6491
Rev. Father Vincernt S. Sikora

Other

Christian Science Church (Service, 11:00 a.m.)
707 Mary Ball Street 373-5064

Church of Christ (Worship, 11:00 a.m., 6:00 p.m.)
336 Riverside Drive 373-1606
Rawlin Jernigan, Minister. 373-2415

First Christian Church (Worship, 11:00 a.m.)
1501 Washington Avenue. 373-7716
Rev. E. Elwood Campbell, Pastor 373-0759

Grace Memorial Church (Worship, 11:00 a.m.)
1600 Stafford Avenue. 373-0002
Rev. Benjamin L. Kistler, Pastor. 373-0986

Greater Fredericksburg Church of Christ (Worship,
11:00 a.m., 6:00 p.m.)
1115 Caroline Street 371-1294
Frank Fauli, Minister

Seventh Day Adventist Church (Saturday Worship,
11:00 a.m.)

1500 Stafford Avenue 373-2846

Elder Carl Seek, Pastor 373-5172

Unitarian Fellowship (Service, 11:00 a.m. or 7:00 p.m.)

1309 Rowe Street 373-9550

TRACK SCHEDULE

	M	T	W	Th	F	
8:00-8:50	1	10	1	10	1	8:00-9:15
9:05-9:55	2		2		2	
10:10-11:00	3	11	3	11	3	9:30-10:45
11:15-12:05	4	12	4	12	4	11:00-12:15
12:20-1:10	5		5		5	
1:25-2:15	6	13	6	13	6	12:30-1:45
	7	14	7	14	7	
2:30-3:20						
3:35-4:25	8	F A C	8	A C A	8	3:30-5:30
4:40-5:30	9		9		9	
7:00-8:15	21	23	21	23		
8:30-9:45	22	24	22	24		

Mary
Washington
College

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